States of Guernsey

FAQ Frequently Asked Questions Parents/Carers

The States Early Years Team has put together a list of the most frequently asked questions regarding the Preschool Education Funding (PSEF). If you have any further questions that are not answered in this document, then please email seyt@education.gg

1. **What is the Pre School Education Fund (PSEF)?**
   A. The Pre-School Education Fund is for Children aged three and four years old who are entitled to 15 hours of free Pre-School Education funding per week for 38 weeks of the year (term time only), **for the year** before they start school in Reception.

2. **Why is PSEF being introduced?**
   A. To ensure all 3 and 4 year olds on Guernsey and Alderney are able to access pre-school education the year before they start Reception at school. Research shows that children who attend a high quality preschool benefit through strong communication and language skills, personal, social and emotional development and strong physical development, all of which create the strongest foundations for their learning as they move into school.

3. **Which children are eligible?**
   A. The parent/carer will need to complete the "Parent Declaration Form" declaring that the parental joint income is less that £150,000 per annum. Children can access a free place from the providers listed for one academic year before they start school in Reception class.

4. **How does my child access the free 15 hours?**
   A. Once you have chosen a setting/settings, you must complete the Parental Declaration Form for free pre-school years funding (found on our website https://www.gov.gg/SEYT). Funding cannot be claimed until the Parental Declaration has been completed and signed by the parents or the child's legal guardian.

5. **Do I need to provide anything with the Parent Declaration Form?**
   A. Yes. Please provide your child's birth certificate **or** passport, as proof of your child's identity. Providers need to see one of these documents and the unique number will be recorded on the form. If you are a local family and you have not got a passport and have lost or misplaced your birth certificate please let your provider know and we can complete an identity check through The Greffe. This is the same procedure for applying for a States school place.

6. **Where can I take my child's free entitlement?**
   A. A list of all registered settings can be found on our website https://www.gov.gg/SEYT

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7. What criteria do I need to meet to be eligible?

A. Households whose parental joint income is less that £150,000 per annum qualify for the free 15 hours. Parents/carers will need to complete the "Parent Declaration Form" at their child/rens setting declaring this.

8. How do I calculate my annual income?

A. Your household income is based on gross annual income. Not including bonuses.

9. What if we are separated or divorced or have a new partner/husband?

A. Eligibility is worked out on the gross household income for the household that the child resides with for the majority of the week. If there is a 50/50 split with custody then we would take the gross income for the child's biological parents.

10. What if I am self-employed, how do I work out my annual earnings?

A. Income should be calculated on the most recent tax return. If your company has a different financial year, you must use the last declaration you submitted to evidence previous income.

11. When can my child start to access the free 15 hours?

A. Children who reach the age of four years on or before the 31st August of that academic year can access the free 15 hours pre-school places one academic year before they start school in Reception class.

Academic Years	Birthday between
September 2019- July 2020	1st September 2015 – 31st August 2016
September 2020 – July 2021	1st September 2016 – 31st August 2017
September 2021- July 2022	1st September 2017 – 31st August 2018

You do not qualify if your child is eligible to start school even if you chose not to take the school place. PSEF is only available for one year before they are eligible to start school.

12. How many free hours are offered to children?

A. A child can access up to 15 hours maximum a week. The maximum funding available for each child per day is 8 hours and the minimum number of hours that will be funded for each child each day is 3 hours. Parents/carers can take up as much or as little of their entitlement as they wish. Please check with your preferred provider that the hours you require are available.

13. Can my child/ren take their entitlement at more than one setting?

A. Yes, it is acceptable to split the hours between a maximum of 2 providers as per their Parent Declaration Form. A minimum of hours to be taken at a setting is 3 hours.

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14. Will I have to pay for anything?

A. No, your child's 15 hours entitlement is FREE. Providers must not charge for the 15 hours free entitlement. If you take any additional hours above the 15 you will be charged at the provider's hourly rate. Additional charges may be sought for activities or food that fall outside the Provider's 15 hours of free preschool entitlement.

15. I live in Alderney, do I have a choice as to which Pre-School setting my child can attend in September?

A. Yes, you can choose St Anne's Pre School at the Island Hall or the Pre School at St Anne's School. Once you have chosen your preferred setting a new Parental Declaration form is to be completed and signed by the parents or the child's legal guardian and given to the chosen setting.

16. Who will staff the Pre-School class in St Anne's School, Alderney?

A. The Pre-School in St Anne's School will be under the Leadership and Management of the Foundation Stage Lead Teacher/ Reception Teacher and the school will be recruiting the necessary qualified staff.

If you have any questions regarding your child's entitlement to the preschool educational funding please contact the States Early Years Team on 01481 268313 or seyt@education.gg