

# Childminder unsocial hours grant Application and claim form



<b>Please complete all sections of this form before returning to Swindon Sure Start Partnership. Incomplete forms will be returned.</b>	
<b>Childminder details</b> Name _____ Ofsted registration number _____ Address _____  Postcode _____	
<b>Child details:</b> Name _____ Date of Birth _____ Family address _____  Postcode _____	
<b>Childcare details:</b> Is this a one-off arrangement? _____ If No, how many weeks is the care expected to last? _____ Start date of arrangement _____ Contracted Hours (please specify days, times & frequency) _____	YES/NO
I _____ (Childminder) have completed this form accurately and the information given on this form is true to the best of my knowledge and belief.  Signed (Childminder) _____ Date _____  Signed (Parent) _____ Date _____  <b>For BACS transfer direct into your Bank Account</b> Account No _____ Sort Code _____  <b>OR for cheque payment</b> Payable to _____	
<b><u>For office use only</u></b> Date application received _____  Application <input type="checkbox"/> Successful Grant awarded £500 <input type="checkbox"/> Unsuccessful Reason _____  _____  Signed _____ Carmel Burton, Swindon Sure Start Partnership Manager  Date to finance for payment _____	

Return this form to:  
 Jeff Taylor, Swindon Sure Start Partnership, c/o Civic Offices, Euclid Street, Swindon SN1 2JH

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## Childminder unsocial hours grant criteria

These criteria are valid for the financial year 10 – 11 and will be reviewed in March 2011.

This funding stream is available to childminders who contract an unsociable hours arrangement with a family.

Only one grant is payable per family per childminder. The grant awarded will be £500 per family.

1. Existing childminders will be able to apply for the funding providing they have a current ongoing contract in place with a family.
2. Unsociable Working Hours will be defined as: childminding that takes place before 7am and after 7pm, Weekends, Bank Holidays and overnight. To qualify for the grant there must be a minimum of one half hour session of unsociable hours care on at least one day in any week and a total of at least two hours unsociable working hours in any one week.
3. The minimum arrangement that can be funded is 4 sessions of childminding per 4-week period on an ongoing basis.
4. Childminders can have more than one qualifying family on their registers at any time. There will be no maximum number of claims in any one year.
5. One-off/emergency childminding arrangements do not qualify for the funding.
6. The contract to use a childminder for Unsociable Working must be signed by the childminder and the parent. If the childminder cannot continue the childminding arrangement for a reasonable period the childminder may be liable to repay some or all of the grant.
7. If the arrangement is terminated by the family, through no fault of the childminder, then funding will not need to be repaid.
8. The Swindon Sure Start Partnership reserves the right to ask to see a copy of the contract made between the childminder and the family.
9. If funding has been paid for an arrangement with a family that has come to an end, and that family wishes to make a new arrangement with the same childminder, the childminder can reapply for funding which will be issued at the discretion of the Local Authority.