

Swindon Sure Start Partnership HE Funding Guide: Level 5 & 6 April 2011 – March 2012



Prior to applying for SSSP funding you must apply to Student Finance England for grants that you may be entitled to.

There are a number of (non-repayable) grants & bursaries available to you – more details on pages b.6 – b.8 of the SSSP Training Plan.

SSSP will only consider HE applications once grants have been applied for. If you are not eligible for relevant Grants (*see over page) evidence of this must be provided.

To be eligible for SSSP HE funding you must:

- Work in an eligible childcare setting (Childminders, Children's Centres, Day Nurseries, Pre-schools) - we are currently unable to fund playwork settings for Higher Education.
- Apply for Student Finance England Grants that you are entitled to or provide evidence that you are not eligible.
- Level 5 (EYFD) will only be funded by SSSP if the candidate is committed to gaining EYPS and must start their BA or EYPS pathway within 12 months of completion of their EYFD.
- Level 6 (BA) will only be funded by SSSP if the candidate is committed to gaining EYPS and must start their EYPS pathway within 6 months of completion of their BA.
- Agree to, sign & return the Terms and Conditions (a copy for signature will be sent with your funding award letter).

SSSP will consider topping up your grant funding so that your contribution is no more than 10% of the course fees.

If you are not eligible for grant funding SSSP will consider funding 90% of the course fees.

Upon successful completion of the Early Years Foundation Degree or BA the student may be able to reclaim the 10% contribution back from SSSP **subject to SSSP funding availability and continued eligibility for SSSP funding.**

You must confirm who is paying the 10% contribution (student or setting).

Applications are for the current year only. You will need to re-apply next year. Funding support for future years cannot be guaranteed.

IMPORTANT INFORMATION

To be considered for SSSP HE funding in the first round of funding please return your SSSP HE Funding Application Form and copy of your Student Finance Notification Letter by: **20th June 2011.**

The second funding round will be **11th July 2011.**

If you have applied for Student Finance and there is delay with your application please e-mail ntopp@swindon.gov.uk

Funding is limited, in the event of a large number of applications we may need to allocate funding to meet local priorities.

We will endeavour to inform you if you have qualified for funding by 4th July 2011 for the first funding round and 25th July for the second funding round.

Applications received after 11th July will be considered on a first come first served basis after the second funding round.

Swindon Sure Start Partnership HE Funding Guide: Level 5 & 6 April 2011 – March 2012



What to do next...

- Visit the Student Finance England website **immediately** to apply for your Grant or call Student Finance England on 0845 300 50 90.
- Student Finance Applications take approximately **4- 6 weeks** providing the application is fully completed and the correct evidence is sent.
- Upon receipt of your Notification Letter from Student Finance please return your fully completed SSSP HE Funding Application Form with a photocopy of your Notification Letter.
- Part time course fees **may** not be awarded until you have commenced your qualification in September. Please forward you SSSP application before the funding round dates if possible and indicate on the form if you are eligible for the fee grant – initially we will confirm if you are eligible for SSSP funding and then confirm the amount after you have sent us your award notification.

* Grants to be included in calculation:

Maintenance Grant
Special Support Grant
Part time Fee grants

Grants to be disregarded from calculation:

Childcare Grant
Parent Learning Allowance
Adult Dependents Grant
Access to Learning Grant
Part time Course Grants
Bursaries

<p>Example 1: Full time fees: £3375 Maintenance Grant awarded: £2906 Childcare Grant awarded: £800 Your SSSP funding would be: £131.50 Your fee contribution would be: £337.50</p>	<p>Example 4: Part time fees: £900 Part time Fees Grant: £300 Your SSSP funding would be: £510 Your fee contribution would be: £90</p>
<p>Example 2: Full time fees: £3375 Not eligible for any grants: £0 Your SSSP funding would be: £3037.50 Your fee contribution would be: £337.50</p>	<p>Example 5: Part time fees: £900 Not eligible for any grants: £0 Your SSSP funding would be: £810 Your fee contribution would be: £90</p>
<p>Example 3: Full time fees: £2900 Maintenance Grant: £1906 Your SSSP funding would be: £704.00 Your fee contribution would be: £290.00</p>	

Your 10% fee contribution may be reclaimed upon successful completion of the full qualification.

The SSSP application form should be returned to:

Swindon Sure Start Partnership Training, c/o Civic Offices, Euclid Street, Swindon, SN1 2JH

Swindon Sure Start Partnership HE Funding Guide: Level 5 & 6 April 2011 – March 2012



Student Declaration:

If your SSSP funding application is approved you are agreeing to the following conditions.
Please do not apply for SSSP funding if you do not agree to these conditions.

1. I confirm I currently work face to face with children within an early years childcare setting located in the Borough of Swindon (which excludes areas such as Wootton Bassett, Purton, Cricklade) and will continue to work in an early years childcare setting whilst completing the qualification **and for a period of 12 months after completion of the qualification.**
2. I will inform the Partnership in writing immediately if I leave my current setting, my job title changes, I start working with a different age group within my current setting or I go to work in a different setting.
3. I have informed SSSP of any other funding awarded to me in relation to this qualification.
4. I confirm that I have the necessary remaining funds in order to pay for the full years tuition fees and will make arrangements to pay these directly with my Training Provider.
5. Upon successful completion of my qualification I understand that I may be able to claim 10% of the annual fees back from Swindon Sure Start Partnership **subject to SSSP funding availability and my continued eligibility for SSSP funding.**
6. Once having enrolled onto the course, I will continue to attend the course each week and attend any necessary tutorials and meetings with the tutor.
7. If I do change my mind about continuing with the course I will inform SSSP immediately.
8. I will contact my training provider to inform them if I change my mind and withdraw from the course and negotiate directly with the Training Provider any refund of fees to be made to SSSP from the Training Provider.
9. I will repay to Swindon Sure Start Partnership all of the tuition fees paid to the awarding body/training provider on my behalf.
10. I understand that 90% attendance on the course & successful completion of required assignments is essential in order to gain the award.
11. I am committed to gaining my Early Years Professional Status (EYPS) and will start my pathway within 12 months of completion of this qualification.

SSSP protocol on childcare costs (Please contact the helpline for a separate bid form)

Childcare must be accessed from a registered provider. Claims cannot exceed £5 an hour. Claims for time covered for travelling to training cannot exceed 1½ hours in total. Evidence of attendance of the course whilst childcare is being claimed will be required. Therefore, claims can only be paid retrospectively with the original receipts.

Supply Cover

Funding towards supply cover may be available please visit training pages of www.earlyyearschildcare.org

Date bid form posted: _____

Training & Recruitment Helpline: 0845 602 3209

The SSSP form should be returned to: Swindon SSP Training, C/o Civic Offices, Swindon Borough Council, Euclid Street, Swindon, SN1 2JH