

FREE EARLY LEARNING ENTITLEMENT EXPLAINED

Listed below are some points to take into account regarding the Free Early Learning Entitlement (FEL).

- FEL is provided in 2 different ways - 15 hours per week over 38 weeks per year **or** 12 hours per week over 47 weeks per year
- All children qualify for the FEL from the term after their 3rd birthday, depending on the amount of funding available. Some eligible children qualify from the term after their 2nd birthday.
- The FEL is paid for up to 12/15 nursery hours per week.
- Parents are entitled to choose combinations of hours for funding from 8.00am until 6.00pm. All FEL hours must include at least 1 of Appletree Nursery's core sessions. Core sessions are 9.00am – 12.00pm, 12.30pm – 3.00pm and 3.00pm – 6.00pm.
- Further FEL hours can be added to these core sessions assuming sessions/or hours are available.
- Some parents may choose to use less than their full entitlement of 12/15 hours per week. Where a parent chooses to do fewer hours, they may ask for longer days.
- It is a requirement that the full 15 hours FEL entitlement is spread over a minimum of 2 days. It does not matter how these hours are split over the two days. If a parent only wants their child to attend on one day, in theory they could access up to 10 hours. Although this is possible, we do not recommend that any child attend nursery for FEL funded sessions for 10 hours in one day. We would discuss this situation with parents to consider their request.
- If you wish to increase your child's sessions/hours when FEL is due, please advise nursery in writing ASAP as we are working from a waiting list. Note: Sessions/hours cannot be guaranteed.
- If your child attends a State Nursery as well as Appletree Nursery, the state provision will take precedence over Appletree provision for the grant. Although in some cases FEL can be shared between settings.
- The Nursery provision (Appletree Nursery) will claim your FEL on your behalf. **However we must be informed if your child attends another pre-school provision and/or if you are intending to accept a rising 5's place in school.**
- Payment will be required should you wish your child to attend nursery for:
 - *A longer period of time than the FEL Funded sessions.
 - *More than 12/15 hours FEL per week during the funded period.
- Should you wish your child to attend nursery during the periods of time when there is no FEL funded sessions available i.e. during school holidays, payment will be required.
- There is a cut off date to access FEL funding, any changes to sessions/hours have to be made at the beginning of each nursery term to ensure funding. Changes after cut off date will not be eligible for FEL and payment will be required.

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- Before accessing FEL, you will be required to sign a Contract with Appletree Nursery. The contract will take into account all the above points and also state that if for any reason we do not receive FEL from the Government, the cost of Appletree Nursery fees will be charged to the parents/carers of the child to settle in full.
- Before accessing FEL, you will be required to bring your child's Birth Certificate to nursery, as we have to show proof of your child's date of birth and legal birth names.
- Appletree Nursery will supply parents/carers with an account detailing FEL Funded sessions and any other fees applicable.
- Any fees charged for extra hours or sessions must be paid in line with the Payment Policy. Failure to make payments by the due date may result in cancellation of the child's place.
- Please do not hesitate to ask should you require any further information or if you would like an example of fees after FEL has been deducted.
- If your child is accessing FEL and is absent from nursery parents/carers must contact nursery ASAP. Any absence has to be recorded, if absence is not reported, FEL could be withdrawn.