**Introduction**

**1** What is your name?

**2** What is your email address? Confirm email address

**3** What is your Organisational name, as it appears on your constitution, governing document or insurance?

**4** What is the registered address of your organisation?

**5** What is the name of the childcare provider? (If different from the registered name)

**6** Which district(s) of Essex is this application for?

**7** Do you have an Ofsted Registration Number?

**8** Please supply your Ofsted Registration Number (or type "N/A" if you do not have one).

**9** What was the date of your last Ofsted Inspection? (if applicable)

**10** What was the grade provided at that inspection? (if applicable)

**11** What type of childcare provision are you?

**12** What category is the business type?

**13** Do you declare that you have legal authority to make this application on behalf of the organisation and you have fulfilled all service specification criteria?

**14** Is this application dependant on being successful with other funding opportunities?

**15** If yes, please select what the other funding opportunities are?

**FEEE 1 & 2 W Capital funding application**

**16** Which eligible ward(s) does your setting serve? (please check service specifications)

**17** What is your current operating capacity?

**18** What is the breakdown of places per age?

**19** How many additional FEEE1W & 2W places are you creating?

**20** How will the setting deliver each FEEE type place (flexibility and meeting contract requirements etc.)?

**21** How much are you applying for? Tick over £15k or Under £15k

What is the exact amount you are applying for? (You will be required to upload the quotes at the end of the application) £

**22** Mobilisation of building works If an existing building is being expanded please enter details of building, including address.: If it is a new build, please provide site details, including address.:

Details of proposed building work.:

Details of planning requirements.:

**23** In regards to building and site ownership/lease arrangements do you have agreements or approvals in place to undertake the necessary alterations?

**24** Mobilisation - Please provide a plan that details how service delivery will be mobilised and the timescales for full delivery including identification of risks and contingencies. Please see criteria for further information Mobilisation.

#### [Criteria](https://consultations.essex.gov.uk/pbi/early-years-funding-application/#question-2024-02-19-0370592219-factbanksubquestion-1708353205-36)

* Where applicable, please demonstrate the following points:
  + Research that demonstrates local knowledge and need
  + Capacity within the organisation to expand and mobilise
  + Risks and issues
  + Any changes to legal structure or governance
  + Staff recruitment
  + Marketing
  + Installation of equipment and resources
  + Ofsted registration

Please provide a potential staffing structure and detail how you would recruit, retain, induct and provide ongoing support to your workforce to enable them to provide a high-quality service for local children and their families.

* Criteria: (if applicable)
  + Staffing structure
  + Safer recruitment
  + Staff qualifications
  + Induction policies
  + Ongoing staff training and commitment to CPD
  + Ongoing staff supervision

**25** When do you anticipate the additional places will be accessible from?

**26** Please describe your experience of managing building projects or how expert knowledge will be provided Project Management:

**27** In order to ensure you are compliant with the ECC funding contract please confirm the following: (please tick the following statements)

* I agree to make information available to parents prior to registration, on any admissions criteria or fees for consumables, additional hours, and services.
* Invoices are clear transparent and itemised to allow parents to see that they have received the FEEE free of charge and understand fees charged for additional hours and services.
* I understand any deposit for a FEEE only place will be refunded in the first half term of the child taking up the place.

**28** Delivering a high-quality provision Provide details of previous experience of delivering and leading high-quality childcare. Include knowledge of Ofsted regulations and the Inspection Framework.

Include details of any previous Ofsted judgements.:

Provide details of the qualifications, training and experience held by those who will work in the childcare setting.

Include how you will meet the requirements of the Early Years Foundation Stage statutory framework.:

Provide details of how high-quality provision will be delivered for babies and children under 3 and how this will be monitored and developed.

Include current experience and training.:

Provide details of how you will monitor and evaluate the learning environment, provision and practice and identify areas for development.:

Provide details of how children’s individual learning and development is monitored and planned for.:

**29** Core Values Provide details of the Core Values of your organisation and how Equality and Inclusion will be promoted for all children. Include how you will ensure that the responsibilities of the Equality Act 2010 and the SEND Code of Practice 0-25 (2015) will be met and monitored.:

Provide details of how the individual needs of children with SEND will be met.: Provide details of how the learning and development of children with English as an Additional Language (EAL) will be supported.:

Provide details of how Partnerships with Parents and Carers will be promoted and developed.

Include how the Home Learning Environment will be supported.:

Provide details of partnership working with other professionals and within the local community.:

Provide details of how the individual needs of children will be met to ensure gaps in outcomes for vulnerable children are closed. Include reference to FEEE2, EYPP, DAF and SEND.:

**30** How do you apply your Safeguarding Policy to best ensure children are kept safe? Safeguarding Policy:

[More information](https://consultations.essex.gov.uk/pbi/early-years-funding-application/#question-2024-02-19-6743308043-factbanksubquestion-1708359784-97)

Here is a list of other related policies - we do not need a copy now, but we may request copies if necessary

· SET procedures

· Essex Safeguarding Children Board (ESCB)

· Policies and procedures

· Continuous Professional Development (training)

· Whistle blowing

· Safer recruitment/DBS

· Information handling/ data protection

**Wraparound**

**31** What is the name and postcode of the school(s) you will be providing this provision for? Please use one line per school School name and Postcode:

**32** Which of the 3 priority areas does the school you are planning to serve fall into? Please see below a list of the postcodes within each Priority Group, if you are within one of them please indicate "Yes" and which group.

* Priority one
* Priority two
* Priority three
* I am not in any of these postcodes

**33** Do you currently offer wraparound provision?

**34** Are you looking to expand your after school hours?

**35** If you looking to expand your after school club, by how many hours each day?

**36** Do you currently offer breakfast club?

**37** Do you offer after school club?

**38** How many new wraparound places will be created?

* 1-3
* 4-6
* 7-10
* 10-15
* 16-20
* 21-25
* 26-30
* 31-40
* 40 -50
* 50+

**39** Please tick which year group(s) you will provide wraparound provision for?

* Reception
* Year 1
* Year 2
* Year 3
* Year 4
* Year 5
* Year 6

**Wraparound Revenue Funding Application**

**40** How much funding are you applying for?

**41** Where do you anticipate the revenue funding to be allocated? Tick all that apply and add the value of each.

* Staff
* Rental of premises
* Resources
* Consumables
* Training
* Recruitment
* Other – free text box.

**42** Mobilisation: Please provide a plan that details how service delivery will be mobilised and the timescales for full delivery including identification of risks and contingencies. Please see criteria for further information Mobilisation;

[Criteria information](https://consultations.essex.gov.uk/pbi/early-years-funding-application/#question-2024-02-19-8953952206-factbanksubquestion-1708358021-41)

Where applicable, please demonstrate the following points:

* Research that demonstrates local knowledge and need
* Capacity within the organisation to expand and mobilise
* Risks and issues
* Any changes to legal structure or governance
* Staff recruitment
* Marketing
* Installation of equipment and resources
* Ofsted registration

**43** Experience: Please provide details of previous experience of Early Years and Childcare leadership, including knowledge of the Ofsted regulation and inspection framework. New providers who are unable to evidence previous experience may be offered an interview to provide detailed information about their ability to meet the specification requirements. Please see criteria information for further guidance.

[Criteria](https://consultations.essex.gov.uk/pbi/early-years-funding-application/#question-2024-02-19-0836395803-factbanksubquestion-1708359243-18)

· Qualifications and training

· Previous Ofsted outcomes, where available

· Experience of delivering the EYFS for children (from birth to 5 years where applicable).

**44** Core Values: Please tell us about the core values of your organisation and how this provision will meet the needs of all children, including those with SEND. Include how you would work with partners within the local community to ensure that the services delivered are meeting local need. Please see criteria information for further guidance.

[Criteria](https://consultations.essex.gov.uk/pbi/early-years-funding-application/#question-2024-02-19-2774013682-factbanksubquestion-1708359411-68)

please include relevant information on:

· Parental engagement/partnership with parents

· Inclusion and Diversity

· SEND 0-25 Code of Practice 2014

· Equality Act 2010

· Partnership working

· Pupil Premium

· Communication and engagement with relevant stakeholders

**45** Please provide a potential staffing structure and detail how you would recruit, induct, retain and institute ongoing support to your workforce to enable them to provide a high-quality service for local children and their families.

**46** How do you apply your Safeguarding policy to best ensure children are kept safe?

**47** When do you anticipate the provision to commence?

**Wraparound Capital Funding Application**

**49** How much are you applying for? What is the exact value you are applying for? (You will be required to upload the quotes at the end of the questionnaire)

**50** Mobilisation of building works If an existing building is being expanded please enter details of building, including address:

**51** Details of proposed building and planning requirements Please provide details of proposed building works

**52** In regards to building and site ownership/lease arrangements, do you have agreements or approvals in place to undertake the necessary alterations?

**53** Please describe your experience of managing building projects or how expert knowledge will be provided.

**54** Service Delivery & Workforce Please provide a plan that details how service delivery will be mobilised and the timescales for full delivery, including identification of risks and contingencies. Please see criteria information for further guidance.

[Criteria](https://consultations.essex.gov.uk/pbi/early-years-funding-application/#question-2024-02-20-0398072994-factbanksubquestion-1708419210-24)

Where applicable, please demonstrate the following points:

* Research that demonstrates local knowledge and need
* Capacity within the organisation to expand and mobilise
* Risks and issues
* Any changes to legal structure or governance
* Staff recruitment
* Marketing
* Installation of equipment and resources
* Ofsted registration

Please provide a potential staffing structure and detail how you would recruit, induct, retain and institute ongoing support to your workforce to enable them to provide a high-quality service for local children and their families?

[More information](https://consultations.essex.gov.uk/pbi/early-years-funding-application/#question-2024-02-20-0398072994-factbanksubquestion-1708419323-69)

Please demonstrate the following points:

* · Staffing structure
* · safer recruitment
* · staff qualifications
* · induction policies
* · ongoing staff training and commitment to CPD
* · ongoing staff supervision

**55** Previous experience Provide details of previous experience of Early Years and Childcare leadership, including knowledge of the Ofsted regulation and inspection framework. New providers who are unable to evidence previous experience may be offered an interview to provide detailed information about their ability to meet the specification requirements. Please see criteria information for further guidance.

[Criteria](https://consultations.essex.gov.uk/pbi/early-years-funding-application/#question-2024-02-19-0836395803-factbanksubquestion-1708359243-18)

· Qualifications and training

· Previous Ofsted outcomes, where available

· Experience of delivering the EYFS for children (from birth to 5 years where applicable).

**56** Core Values Please tell us about the core values of your organisation and how this provision will meet the needs of all children including those with SEND. Include how you would work with partners within the local community to ensure that the services delivered are meeting local need.

[**More information**](https://consultations.essex.gov.uk/pbi/early-years-funding-application/#question-2024-02-20-7658115946-factbanksubquestion-1708424898-75)

Please demonstrate the following points:

· Parental engagement/partnership with parents

· Inclusion and Diversity

· SEND 0-25 Code of Practice 2014

· Equality Act 2010

· Partnership working

· Early Years Pupil Premium

· Funded Early Education Entitlement

· Communication and engagement with relevant stakeholders

**57** Safeguarding How do you apply your Safeguarding policy to best ensure children are kept safe? Please give details on how children are protected from harm.

[More information](https://consultations.essex.gov.uk/pbi/early-years-funding-application/#question-2024-02-19-6743308043-factbanksubquestion-1708359784-97)

Here is a list of other related policies - we do not need a copy now, but we may request copies if necessary

· SET procedures

· Essex Safeguarding Children Board (ESCB)

· Policies and procedures

· Continuous Professional Development (training)

· Whistle blowing

· Safer recruitment/DBS

· Information handling/ data protection

**58** When do anticipate the new or enhanced provision to commence?

**59** When do you anticipate the new or enhanced provision will become sustainable?

**Permissions & Required Supporting Evidence**

**60** Is the Freeholder of the building or land Essex County Council?

**61** Do you have all of the following permissions in place? (where applicable)

**62** Have you attached all of the required information? Please indicate which documents have been attached, and use the upload file function below to add any documents which are required for your application.

- Admissions Policy

- Business Plan

- Freeholder consent form (a letter or email giving consent will not be accepted):

- Funded Early Education Entitlement Policy

- If the building project is on a school site, have you attached a full site plan of the school

- Information for parents

- Lease agreement

- Planning consent from DfE and/or Essex County Council (if applicable)

- Plans/Drawings of proposed building works

- Project Manager details, for projects in excess of £50k

- Project Plan

- Safeguarding Policy

- Sample Invoice

- Staffing Structure

- 3 years cashflow forecasts

- Admissions Policy (if applicable

**Quotes and Supplier**

**63** We require "like for like" quotes that are dated within the last six months, include VAT and are still valid. If you have applied for funding under £15,000 you will need to supply TWO quotes. If you have applied for funding over £15,000 you will need to supply THREE quotes.

Quote One

Quote Two

Quote Three: if applicable

**Declaration**

64 Electronic Signature:

Date