

Childcare Support Fund (CSF) County Resource Panel Fund (CRPF): a scheme to provide short-term funded childcare for vulnerable children aged 0-5

Please read the guidance and complete all sections of the application form.
Return the form to: BrokerageInbox@suffolk.gov.uk
Incomplete applications will not be processed and will be returned to the referrer.

Who will be considered for the funding?

Vulnerable families with children aged 0-5* where the family cannot afford to pay for the childcare, and there is no other funding available to pay for childcare and:

- Children are subject to a Child Protection or Child in Need (due to safeguarding) plan
- Parent has a life threatening or chronic medical condition
- Child of sibling who has a life threatening or chronic medical condition
- Parent is accessing mental health support
- Parent has learning difficulties which are impacting on the child's development
- Parent is attending alcohol or drug treatment programme
- Family are living in temporary accommodation

Or at high risk of (referrals from Social Care only):

- Becoming a Child in Care (CiC)
- Kinship arrangement failing, or cannot be put in place without funded childcare
- Immediate harm

* Under certain circumstances we will consider funding childcare for older siblings.

Notes:

- The lead professional will complete the application/ renewal application form.
- Not all applications or renewal applications will be successful.
- Childcare Support Funding must not replace other sources of funding.
- Funding for each child should be reviewed every 3 to 6 weeks (maximum of 12 weeks will be funded).
- Any referral for funding must be discussed with the family.
- Financial contributions from families/carers should be encouraged.

This funding **must** be agreed by the Early Years and Childcare Service (EYCS) **prior** to the childcare starting.

Who can apply for the funding?

Referrals will be considered from:

- Social Worker
- Family Support Practitioner
- Drug or alcohol treatment provider
- Health Visitor
- Health Professional
- Quality and Access Advisors / Workers
- Children's Centre staff

If the child is subject to a Child Protection or Child in Need plan and the application is made by someone other than a Social Worker (SW) or Family Support Practitioner (FSP) the referrer must ensure they consult with the SW/ FSP.

Application process

Email a completed application form from a Secure account to:

BrokerageInbox@suffolk.gov.uk with subject heading: **Childcare Support Fund.**

Incomplete applications will not be processed and will be returned to the referrer.

Please note: For users outside of Suffolk County Council if this is your first referral via email you need to set up a secure email account. Please email the brokerage inbox and we will respond with instructions. This ensures sensitive data is sent securely.

How much childcare can we apply for?

This will vary according to the individual needs of each family. Childcare may initially be agreed for up to 3 weeks, up to 6 weeks and, in exceptional circumstances, up to 12 weeks depending on the family situation.

How will applications be dealt with?

All applications will be considered by relevant staff in the Early Years and Childcare Service within one week and, if one of the criteria has been met, funding may then be approved.

All successful applications will generate a unique reference which will be shared with the referrer and with the childcare provider for invoicing purposes. This reference will confirm that the Early Years and Childcare Service has agreed to fund childcare under the Childcare Support Fund scheme.

What will happen after the initial period of childcare?

Each Childcare Support Fund case that has been funded for an initial period (3 to 6 weeks) will be considered for extension (up to 12 weeks maximum), **only on submission of a new application.** Successful renewal applications will generate a new unique reference for the referrer and the childcare provider.

Who will provide the childcare?

The childcare provider must be registered with Ofsted, and preferably rated Good or Outstanding. There are a range of registered childcare providers available including day nurseries, pre-school playgroups, childminders, out of school clubs and holiday play schemes.

To search for a childcare provider, you can go to: <http://infolink.suffolk.gov.uk>

How will the childcare place be found?

The childcare provider should be chosen by the parents/carers with the help of the referrer and meet both the child's and family's needs.

Referrer's responsibilities

Referrers must contact the chosen childcare provider to agree a placement.

Referrers must complete each section of the application form for it to be considered by the Early Years and Childcare Service.

Referrers must update the Early Years and Childcare Service with any significant changes that will affect attendance at childcare via BrokerageInbox@suffolk.gov.uk, for example the child has moved to a new house.

Referrers will liaise with childcare providers to inform them of any Child in Need/Child Protection meeting dates.

Referrers must complete an application form when submitting a renewal for consideration especially if there are significant changes.

Why access childcare for vulnerable children?

Placing vulnerable children in good quality childcare ensures that qualified Early Years professionals see them a number of times each week. This is a protective factor for the child, allows carers respite or time to attend support programmes.

As a condition of Ofsted registration all Early Years professionals have completed the Introduction to Safeguarding training.

Please note:

***** All Childcare Support Fund applications and renewal applications must be sent to the Early Years and Childcare Service for consideration prior to the childcare starting and childcare must not start or be extended unless you have received a reference number as confirmation of agreement from the Early Years and Childcare Service as funding will not be paid by the Early Years and Childcare Service without this reference number. Please complete all sections on the application form with as much information as possible, this will enable us to process your application quickly. *****