

## Parental Declaration & Early Years Provider Hub Training for Free Early Education Entitlement (FEEE) Providers

**Date** Fri, 05 Oct 2018 09:00 - 12:00

**Description** This course covers Free Early Education Entitlement (FEEE) options available to your setting and practical completion of the Parent Declaration Form to reflect your FEEE offer. The second part of the session is a practical demonstration of how to take the information from the Parental Declaration Form and transfer that across to the Early Years Provider Hub. Any issues or challenges that you have experienced with either of these processes will be unpicked and resolved at the training.

**Venue** Higham Hill Children & Family Centre 313 Billet Road Walthamstow London E17 5PX

**Name** Early Years, Childcare & Business Development Service

**BookingInfo**

Maximum of 1 delegate per school/setting

This Workshop is free to attend

Refreshments (Tea, Coffee & Biscuits) will be provided

For general booking queries and information, please contact Temi Adeniji at <mailto:childcare@walthamforest.gov.uk> or phone 020 8496 2909

**Outline**

This is a free half-day workshop session which will provide information and guidance to FEEE providers on:

- Free Early Education Entitlement (FEEE) Delivery Options
- Guidance for additional charges outside of FEEE delivery
- Parent Declaration Form Completion
- Signing up and logging into the Early Years Provider Hub
- How to input children on the register
- How to add a child's hours, start & end date and archive & sort

**Outcome**

Upon completion of the session you will have practical knowledge of how to complete Parental Declaration Forms and how to transfer that information to the Early Years Provider Hub to ensure regular and accurate FEEE payments are made to you or your setting.

You will also gain knowledge on how to effectively track your 30 hour eligible children to ensure consistency of funding and to support parents with any DERN issues that may arise.

The session will help providers meet their statutory responsibilities around the Free Early Education Entitlement.

**Audience** Anyone responsible for Parent Contract's and FEEE payments processing

**Training Id** 79224

**Course code** EYTL-1018-T015

**Source URL:** <https://thehub.walthamforest.gov.uk/training-events/feee-finance-workshop-information-session-feee-providers>