Midlothian

Dear Parent / Carer,

You are receiving this letter as you have said you would like your child to attend a Midlothian Council early learning and childcare setting in the academic year August 2022 to July 2023.

Children continue to be entitled to a place according to the time table below

Children turning 3 between	Become eligible…
1st March and 31st August 2022	Start of the academic year in August 2022
1st September and 31st October 2022	One month and one day following their 3rd birthday
1st November and 31st December 2022	Start of January term 2023
1st January and 28th February 2023	One month and one day following their 3rd birthday

We are asking all parents who wish their child to start at a Midlothian Council Early Learning and Childcare setting in the 2022/23 academic year to complete an online form which you can find at the web address below. The form will be live from **Thursday 5th May** to **Sunday 22nd May**. We will use the information that you provide to confirm whether a place is available at your preferred settings.

www.smartsurvey.co.uk/s/ELCPref2022

If your child is already attending a funded provider but you are hoping to change settings, we strongly encourage you to consider continuing with the provider they already attend rather than transitioning to a local authority setting. You may find that your existing childcare provider is able to offer hours that better suit your needs. If, after considering this, you decide you would like to change to a local authority setting, please complete the form before the 22nd May. If you are successful in getting a place at a local authority setting please ensure that you let your current setting know as soon as possible, and remember that you will have a notice period.

When will I know if my child has got a place?

Please complete the online form before Sunday 22nd May. Parents with children who are eligible to start in the autumn term (i.e. turned three before November 2022) will be informed of their place by **Monday 6th June.** Parents with children eligible to start between January and March 2023 (i.e. turn three between November 2022 and February 2023) will be informed of their place in October 2022.

Do I need to complete a new application form?

You should have already completed an application form for the setting that you wish to attend. If we have to allocate you an ELC place at a different setting you may need to complete a new application prior to your child starting at the allocated nursery. You will also need to provide proof of address and your child's date of birth if you have not done so already.

How many funded hours will I get?

From August 2021, the entitlement to early learning and childcare became 1140 hours per year. This means that your child can attend a local authority setting for up to 30 hours per week during term time. You can choose to attend for less than 30 hours per week by attending for fewer days. You are able to inform us of this in the online form. If you do not take up your full entitlement at the local authority setting you are able to take the unused hours at a funded provider in the private or voluntary sector including childminders. However, you may not be able to subsequently increase your hours at the local authority provision as these hours may have been offered to another child.

What do I need to do?

Please go to the following link to complete the online form before Sunday 22nd May 2022. Please only complete this form if you want your child to attend a Midlothian Council setting. If you would like your child to attend a setting in the private, voluntary or childminder sectors, or local authority settings at Scots Corner, Vogrie Outdoors or Hawthorn Family Learning Centre, please speak directly to the setting.

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If you have any questions about this process, please contact earlyyears@midlothian.gov.uk

Kind regards

Julie Fox

School Group Manager Early Years

Midlothian Council