



A childcare provider can have one or more services. Any service can be registered to offer funded childcare.

Viewing the Funded Status of a Service

Menu: **Focus | Early Years | Search Service Provision**

To check whether a service is registered to provide funded childcare:

1. Select **Focus | Early Years | Search Service Provision**.
2. Enter search parameters.
3. Click the **Search** button to display matching services.
4. Highlight the required service and click the **Open In New Window** button to display the **Maintain Service Provision** page.

If the service is currently funded, the **Registered for Nursery Education Grant/ Fund** check box displays a tick.

If the service was previously funded (has been funded at some time in the past), the **Previously Funded** check box displays a tick.

The screenshot shows two windows from a software application. The top window is titled 'Search Service Provision' and contains a search form with fields for Service Name, Service Type, Service Coverage (set to 'All'), Service Postcode, Reference Number, Status (set to 'Open'), Locality, Ward, Payment Band, Registered (checked), DCSF URN, Funded Status (set to 'All'), Area, FID Type (set to 'None'), and Stretched Offer(s). The bottom window is titled 'Maintain Service Provision: Leap Frog Nursery - Full Day Care' and shows detailed information for a service. Fields include Service Name (Leap Frog Nursery - Full Day Care), Service Type (Full Day Care), Service ID (40), FID Type (ECD), Authority-wide (checked), Provider Name (Leap Frog Nursery), CRB Policy (checked), Same As Providers Address (checked), Address (Test long address. This is a very lon...), Start Date (12/08/1996), End Date, Registered For Nursery Education Grant/Fund (checked), Previously Funded (checked), OFSTED Provision Type (Childcare - Domestic Premises), FISID, Telephone Number, Fax Number, Email Address, Website, and Other Information.

Searching for a Funded Service

Menu: **Focus | Early Years | Search for Funded Services**

To search for a currently funded or previously funded service:

1. Select **Focus | Early Years | Search for Funded Services**.
2. Enter search parameters and click the **Search** button to display matching services.
3. Highlight the required service and click the **Open In New Window** button to display the **Funded Service Details** page.

The **Payment Period** panel defaults to the first active **Period**.

The screenshot shows two windows. The top window is titled 'Search for Funded Services' and contains a search form with fields for Service Name, Provider Name, Provider Postcode, Reference Number, Status, Service Type, Payment Band, Registered, DCSF URN, Funded Status (set to 'Currently Funded'), and Stretched Offer(s). The bottom window is titled 'Funded Service [Lower School (Address: ... BEDFORD, Simshire, MK43 9NN) (Service: Maintained Nursery Schools/Cu) (DCSF URN: 576213)]' and shows details for a funded service. It includes a 'Payment Period' panel with fields for Period (set to '2010/11 Service Year'), Period Start Date (01/04/2009), Period End Date (31/08/2009), and Age Calculation Date (31/03/2009).



Displaying Children Details for a Funded Service

To display the children attending the service, their hours and funding entitlement:

1. Select a **Period** to display a list of children attending the service and claiming Nursery Education funding on the **Children** panel.

If the Local Authority makes interim payments by children, the **Children** panel has columns for **Interim Hours**.

If the Local Authority makes interim payments by funded service, the **Interim Hours** panel is displayed showing the total universal and extended hours by age group at this service.

2. If required, select an age range from the **Display** drop-down.
3. Use the scroll bar to display more columns. Alternatively, click the **Show/Hide Columns** button and select which columns are displayed.
4. If required, select the **Show Rates** check box to display payment parameter rates for the children.

5. If required, select the **Show Cancelled** check box to show if an amendment has been made.

6. If required, select the **Show Apportionments Required** check box to display only children whose hours require apportionment.

Funded Service [vp3 (Address: ...)] (Service: ARCDCEL Full Day Care)

Save Data Panels Alerts Sql Mail Merge UDF Manager Refresh

1. Payment Period 2. Children 3. Daily Hours

1. Payment Period

Period: 2017/2018 Spring 17 Period Start Date: 01/01/2018
 Period End Date: 31/03/2018 Age Calculation Date: 31/12/2017

2. Children

Display: All 2,3 & 4 year olds Show Rates Show Cancelled Show Apportionments Required Show/Hide Columns

Age on 31/12/2017	Surname	Forename	Date Of Birth	Interim Weeks Period	Universe Interim Hours Week	Universe Interim Hours Period	Extended Interim Hours Week	Extended Interim Hours Period	Actual Weeks Period	Actual Hours Week	Actual Hours Period	Hourly Base Rate
3	Aa1	Aa1	01/01/2014	12	0	0	0	0	12	0	0	2.00
4	Dd1	Dd1	01/02/2013	12	0	0	0	0	12	0	0	2.00
3	Mm1	Mm1	02/01/2014	12	0	0	0	0	12	0	0	2.00
2	Charles	Charles	15/05/2015	12	0	0	0	0	12	0	0	2.00

2. Interim Hours

2 years	0	3 years	0
4 years	0	Over 4 years	0
Total Hours	0	Extended 2 years	0
Extended 3 years	0	Extended 4 years	0
Extended Over 4 years	0	Extended Total Hours	0

2. Children

Display: All 2,3 & 4 year olds Show Rates Show Cancelled Show Apportionments Required Show/Hide Columns

Age on 31/12/2017	Surname	Forename	Interim Weeks Period	Actual Weeks Period	Hourly Base Rate	SFF Universe	Hourly Rate	SFF Extended	Extended Hourly Rate	SFF Spot	Universe Pay Hours Week	Universe Pay Hours Period	Extended Pay Hours Week	Extended Pay Hours Period	Pay Total Amount	
3	Aa1	Aa1	12	12	2.00	0.00	2.00	0.00	2.00	0.00	0	0	0	0	0.00	
4	Dd1	Dd1	12	12	2.00	0.00	2.00	0.00	2.00	0.00	0	0	0	0	0.00	
3	Mm1	Mm1	12	12	2.00	0.00	2.00	0.00	2.00	0.00	0	0	0	0	0.00	
2	Charles	Charles	12	12	2.00	0.00	2.00	0.00	2.00	0.00	0	0	0	0	0.00	
											0.00	0	0	0	0	0.00

2. Children

Display: All 2,3 & 4 year olds Show Rates Show Cancelled Show Apportionments Required Show/Hide Columns

Age on 31/08/2017	Surname	Forename	Period Start Date	Stretched Offer	Previous Period Hours	Previous Period Total Hours	Actual Hours Week	Actual Hours Period	Pay Hours Week	Pay Hours Period	Pay Total Amount	Yearly Entitlement	Hours Remaining	Funded Year Start Date	Appo Requi	Other Provider	Status	
3	Chia	Chia	01/01/2014		0	0	15	10	150	10	150.00	570	0	01/04/2013	X	0		
3	Chia	Chia	01/09/2013		0	420	21	10	210	10	210.00	570	C	01/04/2013	X	0	CANC	
											10	150	10	150	150.00			

2. Children

Display: All 2,3 & 4 year olds Show Rates Show Cancelled Show Apportionments Required Show/Hide Columns

Age on 31/08/2017	Surname	Forename	Actual Hours Period	Hourly Base Rate	Universe Pay Hours Week	Universe Pay Hours Period	Extended Pay Hours Week	Extended Pay Hours Period	Pay Total Amount	Universal Yearly Entitlement	Universal Hours Remaining	Universal Unpaid Hours	Extended Yearly Entitlement	Extended Hours Remaining	Extended Unpaid Hours	Funded Year Start Date	Appo Requi
3	Aa1	Aa1	150	2.00	10	150	0	0	300.00	570	320	0	570	470	0	01/04/2017	X
3	Mm1	Mm1	150	2.00	10.71	150	0	0	300.00	570	320	0	570	570	0	01/04/2017	X
			300	20.71	300	0	0	600.00									

Total Number of Children listed at the Service 4 The Total Number of Children currently at the Service 4

Add Child Remove Child Copy Child Amendment Apportion