

Photocopy if necessary – use one form per child

Provider Name: URN: Please ensure you complete the above details

JOINERS Terms 3&4 (Spring) 2012	<ul style="list-style-type: none"> Parent/carer(s) have a window in which they can transfer their child's free entitlement. Adjustments to a child's free entitlement claim will take effect from Monday 20 February 2012. A single form per child must be returned to Management Information prior to 5pm on Tuesday, 28 February 2012 It is the parent/carer(s) responsibility where a child claims at one or more settings to ensure that all the settings are fully informed of the changes and to ensure that their child's free entitlement does not exceed 15 hours per week, collectively, between all settings that the child attends.
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Surname as shown on Birth Certificate	Forename as shown on Birth Certificate	Midname(s) as shown on Birth Certificate	Address	
Known As Surname	Known As Forename	Gender	Postcode	
DOB	Start Date	Enter <u>FREE ENTITLEMENT</u> Hours per week	Enter <u>WRAPAROUND</u> Hours per week	Enter <u>TOTAL ATTENDED</u> Hours per week
				(Total of FREE Hours+ WRAPAROUND Hours)

Declaration from parent/carer(s)

I wish to transfer my child's free entitlement to the setting named above from the setting named below with effect from the start of Term 4, Monday 20 February 2012. I have discussed this with both settings and understand that I may be liable for outstanding fees at the setting my child is leaving.

Previous setting attended Leaving Date/...../.....

OR

I wish to claim part of my child's free entitlement at the setting named above and to continue to claim at the setting named below with effect from the start of Term 4, Monday 20 February 2012. I have discussed this with both settings and have ensured that the total of the claims does not exceed 15 hours per week.

Setting also attended and Hours Claimed per Week.....

OR

I wish to claim my child's free entitlement at the setting named above with immediate effect. My child has not previously claimed any free entitlement either in Kent or with any other Local Authority.

Signed..... Date/...../.....

I understand that if it is found my child claims more than the maximum 15 free hours per week, the setting(s) involved will charge for the hours my child attends in excess of his/her free entitlement.

IT IS THE PARENT/CARER(S) RESPONSIBILITY TO ENSURE ALL PARTS OF THIS FORM ARE COMPLETED