



# Barrowby Church of England Primary School

April 2024

## Wrap Around Care Provision - Tax free childcare and childcare vouchers

Dear Parents/Carers

You may be aware that the Government's Tax-Free Childcare and Childcare Vouchers schemes offer contributions to support towards childcare costs. As a result of this, we have been working hard as a school in order to introduce this to help parents/carers of children who attend our wrap around care provision. I am delighted to announce that we are now in a position to move forward with this.

### Tax Free Childcare

If you are eligible and have signed up to tax free childcare, you will need to select our provision by searching for either:

- School name
- School address
- School postcode (No spaces)
- School's regulator reference (120513)

Once this has been completed, you will then be able to set up your account to send the desired amount of credit into your child's wrap around care account within Parentmail. This can be set up as a one-off payment or a regular standing order to keep your account topped up. The process of the school receiving the payment can be timely, however the school will be periodically checking for contributions by referring to the childcare reference number attached to the payment.

The school will continue to operate its pre-pay policy and it is therefore the parent's/carer's responsibility to ensure that there is sufficient funds in the Parentmail account. As a result of this, we are advising parents to transfer their funds at least one month before these will be required. If funds are not showing in your Parentmail account at the date of booking and you still wish to make a wrap around care booking, you will be required to pay this via your original payment method and **will not** be able to use the Tax Free Childcare.

Please can we ask that you confirm and inform the school you will be using the Tax Free Childcare service, by emailing [enquiries@barrowby.lincs.sch.uk](mailto:enquiries@barrowby.lincs.sch.uk) detailing the following:

- Your child's childcare reference number, made up of 4 letters and 5 numbers.

The letters are the first initial and the first 3 letters of the child's surname followed by 5 numbers. For example, the reference for John Smith would be JSMI78465TFC. This makes the process of identifying and allocation of payments easier and quicker.

### Childcare Vouchers

If you are eligible and are in receipt of childcare vouchers the process is similar, but will vary with each provider. As a result we cannot give exact guidance until we know each provider. Again, the process of the school receiving the payment can be timely and the school will continue to operate its pre-pay policy. It is therefore the parent's/carer's responsibility to ensure that there are sufficient funds in the Parentmail account. As a result of this, we are advising parents to transfer their funds at least one month before these will be required. If funds are not showing in your Parentmail account at the date of booking and you still wish to make a wrap around care booking, you will be required to pay this via your original payment method and you **will not** be able to use the Childcare Vouchers.

As the sign up procedure is different for each of the voucher providers, anyone who is wanting to use childcare vouchers is advised to send an email to [enquiries@barrowby.lincs.sch.uk](mailto:enquiries@barrowby.lincs.sch.uk) detailing the voucher provider that they will be using, providing a link to their website and any known actions the school needs to take. The school will then be able to provide the required information to the parent/carer or the voucher provider in order to move forward.

We are optimistic that the introduction of the Tax Free Childcare and Childcare Vouchers will be seen as a really positive development. I am hopeful that parents will be able to ensure they have sufficient credit in their account to benefit from this development. Please feel free to contact the school office 01476 566121 if you require any support with this.

Yours Sincerely,

Mr L Batey—Head teacher

