



Application form for free early education for two-year-olds from families with no recourse to public funds (NRPF)

Please complete this application form if you are a family with NRPF and would like to apply for 15 hours a week of free early education for two-year-olds.

To complete this form, applicants should complete all sections.

When completed, please ensure the declaration at the end of the application is also signed.

Please return completed application form and copies of any evidence required to:

2yoldfunding@portsmouthcc.gov.uk or by post to

Portsmouth City Council, Early Years and Childcare Service, Floor 2 Core 6, Civic Offices

Guildhall Square, Portsmouth, PO1 2EA.

Child's details

Surname of child	
First name(s) of child	
Date of birth of child (dd/mm/yy) Please provide proof of child's D.O.B	
Nationality of child	
Address and post code of child	

Parent/carer's details

Surname of parent/carer (Applicant 1)	
First name(s) of parent/carer	

Relationship to child	
Nationality of parent/carer	
Address and post code of parent/carer Phone no: E-mail address	
Surname of parent/carer (Applicant 2)	
First name(s) of parent/carer	
Relationship to child	
Nationality of parent/carer	
Address and post code of parent/carer Phone no: E-mail address	

Confirming NRPF Status*

Do you have recourse to public funds?	Yes	No
	(If yes you are not eligible for a place via this route, please contact 2yroldfunding@portsmouthcc.gov.uk).	
Evidence of status provided? (This should be a copy of your Biometric Residence Permit. If you do not have a copy please provide your share code, which will allow Portsmouth City Council to check your immigration status via the Home Office's Online Immigration Checking Services)	Yes	No
	Share code:	
Do you have a partner?	Yes	No

• Does your partner have recourse to public funds?	Yes	No
	(If yes you are not eligible for a place via this route, please contact 2yroldfunding@portsmouthcc.gov.uk).	
• Evidence of status provided?	Yes	No
• (This should be a copy of your Biometric Residence Permit. If you do not have a copy please provide your share code, which will allow Portsmouth City Council to check your immigration status via the Home Office's Online Immigration Checking Services)	Share code:	

Other children in your household

• Do you have other children in your household?	Yes	No
	• (If yes please provide names and ages of the children below).	
• Child 2. Surname of child		
First name(s) of child		
Date of birth of child (dd/mm/yy) Please provide proof of child's D.O.B		
Child 3. Surname of child		
First name(s) of child		
Date of birth of child (dd/mm/yy) Please provide proof of child's D.O.B		
• Child 4. Surname of child		
First name(s) of child		
Date of birth of child (dd/mm/yy) Please provide proof of child's D.O.B		
Child 5. Surname of child		

First name(s) of child	
Date of birth of child (dd/mm/yy)	
Please provide proof of child's D.O.B	

Evidence of income

To be eligible for free early education for two-year-olds place, your families' annual household income must be no higher than the following:

- £26,500 for families with one child
- £30,600 for families with two or more children

You cannot have more than £16,000 in savings or investments

Please provide evidence to verify your annual household income for you and your partner – this could be a bank statement, a pay slip or an employment contract in you or your partner's name.

Are you employed?	Yes	No
If you have a partner, are they employed?	Yes	No
Is your annual household income, including earnings from employment and any wider support you may be receiving, less than the maximum income thresholds listed above?	Yes	No
Evidence of annual household income provided?	Yes	No

Declaration of applicant 1

I (Name)

Of (Address)

confirm that the information I have provided above is accurate and true.

I agree that the information I have provided can be shared with the Department for Education for the purposes of assessing eligibility for a free early education for two-year-olds.

Declaration of applicant 2

I (Name)

Of (Address)

confirm that the information I have provided above is accurate and true.

I agree that the information I have provided can be shared with the Department for Education for the purposes of assessing eligibility for a free early education for two-year-olds.

Parent/Carer/Guardian with legal responsibility for care of the child. Both parents to sign.

Signed	
Print name	
Date	
Signed	
Print name	
Date	

Data privacy

Portsmouth City Council is the Data Controller of any personal data you provide when [applying for two year old funding] and is registered with the Information Commissioner's Office (Registration Number Z5578313). We will process your personal information in accordance with the UK General Data Protection Regulation. The personal details provided by you will be held within a system/database, and where the law allows, may be shared with other departments within the council to update the details they hold about you and provide new and improved services.

The information you submitted as part of this application helps us to confirm your eligibility for funding and for audit purposes. Portsmouth Local Authority will need to confirm your immigration status from:

A Biometric Residence Permit (BRP) Or

On the internet through the 'Online Immigration Checking Service'.

Portsmouth Local Authority will also need to verify the income thresholds as stated in your self-declaration of income as part of your application. We will use the documentation that you provide to us.

This will be kept until the end of the current financial year and for a further 6 years after that. Your child's details will be kept for as long as they are a 'pupil' within the Portsmouth Local Authority Area. Where funding is awarded, we may use your details to contact you and offer support to access a childcare setting. You have the right to request your information be deleted; however this may affect your eligibility for the funding should it be awarded.

The council may also be required to disclose personal information to other Local Authority departments and third parties (such as the police, Audit Commission, Department for Work and Pensions or Department of Education) for the purposes of preventing or detecting crime, fraud or apprehending or prosecuting offenders.

For full details of how the council collects and uses personal data, please see our [Data Protection Privacy Notice](#), [Children and Young People's Privacy Notice](#) and [Cookie & Privacy Policy](#)

***What groups fall under NRPF?**

These groups include, but may not be limited to children of:

- Zambrano carers
- families who have no recourse to public funds with a right to remain in the UK on grounds of private and family life under Article 8 of the European Convention on Human Rights
- families receiving support under Section 17 of the Children Act 1989 who are also subject to a no recourse to public funds restriction
- those who have [claimed asylum](#) in the UK and are waiting for a decision (known as 'part 6')
- a subset of failed asylum seekers supported under Section 4 of the Immigration and Asylum Act 1999
- Chen carers
- families holding a [BN\(O\) passport](#)
- spousal visa holders
- work visa holders
- student visa holders
- those with no immigration status
- those with a UK Ancestry Visa
- those with temporary protection status under Section 12 of the Immigration and Nationality Act

- those with pre-settled status who do not meet the qualifying right to reside test