

**IMPORTANT:** Your application can only be processed after Section 1 and Section 2 are completed in **FULL AND** you have provided birth certificate (for each child), household income evidence, nursery price list and nursery Terms & Conditions to the City of Wolverhampton College.



## CF1 Form Application for Childcare Funding

Please complete all sections below. Students should complete all of the information required in Section 1. Childcare Providers should complete all of the information required on Section 2.

### Section 1 - To be completed in FULL by the student. Please write in block capitals.

**Student Name**

**Student ID**

Course Title

Campus:  Paget  Wellington  Other please specify \_\_\_\_\_

Number of days in college each week

Which days do you attend college

Please show which days are half days or full days

Please enter your child's/children's details below

Child's Full Name

Date of Birth

Age

### Section 2 - To be completed in FULL BY THE CHILDCARE PROVIDER.

You must specify the cost per child AND total weekly cost.

Name of provider

OFSTED Registered Number

OFSTED Rating

Address

Postcode

Manager's Name

Manager's Contact Number

Manager's Email Address

Email Address for remittance notices (if different)

Cost per session per child

Child 1 £

Child 2£

Child 3 £

Total cost of sessions provided per week (cost to include all sessions and for all children on application)

A contract will be put into place confirming the funding arrangement to be paid by City of Wolverhampton College. Childcare provision should not commence before this contract is received from the College. The College will not be liable for any costs incurred before the contract is agreed and sent to the provider. Additional sessions only by prior agreement from the college.

All invoices must be submitted on a monthly basis to **childcareinvoices@wolvcoll.ac.uk** as per public schedule.

**Section 3 - For office use only, to be completed by Student Hub Advisor.**

Required Documents		Action to be completed by Student Hub Advisor		Name of Student Hub Advisor Completing Action and Date	
Birth Certificate for each child		Record Ref. Nos on EBS Learner Notes			
Income Evidence		Upload DLSF form with income evidence to EBS			
Nursery Price List		Scan to <b>childcareinvoice@wolvcoll.ac.uk</b>			
Nursery Terms & Conditions		Scan to <b>childcareinvoice@wolvcoll.ac.uk</b>			
Q Code	Start Date	End Date	Timetabled Days in College	Checked by Advisor Name	Date Checked
Attendance Rate	Term 1		Term 2	Term 3	