



**CHILDCARE CONFIRMATION DOCUMENT (NOVEMBER)**  
**TO BE COMPLETED BY CHILDCARE PROVIDER ONLY**

The purpose of this document is to verify that the student is still using the childcare provision covered by their award, and to verify the current details and cost of the childcare service being provided. The completed form should be returned to Student Services. Failure to provide this information will result in payments being suspended.

**This form must be completed by the Childcare provider and returned in order for payments due on 27/11/2020 to be released. This form should be completed no earlier than 02/11/2020, and should be returned by 20/11/2020 for payments to continue as scheduled.**

Student's name	
Student payment ref no. (If known)	
Name(s) of Child(ren) covered by the provision	
Name of childcare provider/organisation	
Address	
E-mail address	
If your childcare rates have changed since 31/08/2020 please give the date they changed Please attach additional information where possible	

I confirm that: -

- The above named has used our childcare provision from \_\_\_/\_\_\_/\_\_\_ and provision is continuing. If provision is not continuing, please state end date \_\_\_/\_\_\_/\_\_\_.
- The information recorded on this form is correct at the date of signing.

**Provider's Signature** ..... **Date** .....

**Print Name**..... **Position in Organisation**.....

**DATA PROTECTION**

*The personal data which has been supplied on this form is protected under the Data Protection Act 1998 and will only be used in the maintenance of childcare claims. It will not be disclosed to a third party without your explicit consent.*

For Office Use	Reassessment?	Date completed	Staff member	Notes
	Y / N	___/___/___		

## **TO BE COMPLETED BY THE CHILDCARE PROVIDER P**

lease provide details of the childcare provision supplied for the period up to the date of completion. Please note start date and details of any changes since the start date i.e. day/times attended or price changes

<b>Child's Name</b>	<b>Date provision due to start/ Started in 2020-21 session*</b>	<b>Days and times of attendance</b>	<b>Cost of childcare each day (£)</b>	<b>Total cost per week (£)</b>	<b>Tick if child is pre-school funded</b>	<b>If the child has become eligible for preschool funding part way through the course, please provide details below, including start date and amount</b>
		<b>Day</b> <b>Times</b>				
	* must be 2020-21 date	Mon: Tues: Wed: Thu: Fri:	Mon: Tues: Wed: Thu: Fri:			
	* must be 2020-21 date	Mon: Tues: Wed: Thu: Fri:	Mon: Tues: Wed: Thu: Fri:			
	* must be 2020-21 date	Mon: Tues: Wed: Thu: Fri:	Mon: Tues: Wed: Thu: Fri:			