

NEWCASTLE AND STAFFORD COLLEGES GROUP

STUDENT FINANCIAL SUPPORT – CHILDCARE GUIDANCE 2021/22

- To be eligible for support towards childcare costs, you must be eligible for Student Financial Support. Please ensure that you complete **both** the Application for Student Financial Support **and** the application for Childcare Support.
- You will need to provide a copy of your current Tax Credit or Universal Credit Award; detailing the support you receive for the child/children for whom you are requesting support. You will also need to provide details of your chosen childcare provider(s).
- Support towards childcare costs is available on a **term-time only** basis.
- The childcare provider you use must be Ofsted registered.
- You must complete a separate form for each childcare provider used.
- Please provide a copy of your college timetable with your application if possible.
- Per child, the College will contribute a maximum of £32 for a full day, £16 for half a day or £16 per day for before and after school club.
- You are responsible for paying any childcare fees above the contribution made by the College.
- You must inform the Student Finance Team of any changes that occur affecting your childcare arrangements. You are responsible for paying any charges incurred without approval from the College.
- You must maintain an acceptable level of attendance to remain eligible for support. You will be contacted by a member of the Student Finance Team if your attendance is below expectations.
- The College has the right to withdraw support if any of the guidelines are not adhered to.
- Completion of the application forms does not mean that a contribution towards childcare fees has been agreed. Both the student and childcare provider will receive written confirmation of the College's weekly contribution if accepted. The College is not liable to pay any fees charged before the date of written confirmation.
- Payments will be made directly to the childcare provider and will be paid monthly in arrears. The childcare provider will be made aware of the College's invoicing and payments process. Childcare providers must agree to the College's terms and conditions before any support is granted.
- The College will only pay a contribution towards childcare fees for the duration of the course as agreed by the course leader.
- If you have any queries regarding applying for financial help towards childcare then please contact the Student Finance Team:

Email: studentfinanceteam@nscg.ac.uk

Telephone: 01782 254188.