**Introduction**

The form must be submitted if you are apply to assistance from the Childcare fund or the Lone Parents' Childcare Grant

1. **Childcare Fund**

The Childcare Fund is intended to provide a contribution to study related childcare costs, it is not intended to cover the full cost of full time childcare. An invoice from a registered childcare provider is required.

Childcare costs are capped at a maximum as per the table below:

|  |  |  |
| --- | --- | --- |
|  | **Single Child** | **More than 1 Child** |
| Per month | £780 | £1,200 |

The fund makes awards in the form of a grant, which does not need to be repaid unless fraudulently collected.

In order to fully assess your application, we require this form to be completed by your childcare provider(s):

* If you have children who attend different providers, we will require a separate form for each provider(s).
* If your children attend one provider, please ensure all of your children’s details are noted below.

If the form is submitted with incomplete information, this will delay our assessment. Please ensure your provider signs, dates and stamps this form.

Please ensure that your childcare provider(s) completes Section B through to Section F before uploading this form.

1. **Lone Parents' Childcare Grant**

Lone parent students who have to pay all or part of the cost for registered or formal childcare can receive up to £1,215 a year, depending on the cost of childcare from the university childcare fund. “Formal” childcare includes child-minders, after-school clubs and providers of day-care and education. (If full childcare costs are paid from other sources a student should not apply for this grant.)

**Which sections do I complete on this form?** Please complete section A.

Please ensure that your childcare provider(s) completes Section B through to Section F before uploading this form.

Scholarships and Student Funding  
Old College, South Bridge  
<https://www.ed.ac.uk/student-funding>  
[studentfunding@ed.ac.uk](mailto:studentfunding@ed.ac.uk?subject=Childcare%20Provider%20Declaration%20Form)

Updated October 2021

**Section A**

Lone Parents' Childcare Grant

* Please complete this section if you are applying for Lone Parents' Childcare Grant –

|  |  |
| --- | --- |
| Your Name: | SAAS Reference No: |
| Date of Birth: |  |

**Section B**

**Information for Childcare Provider:**

* Please ensure you complete all the necessary information.
* The form should be signed, name printed and dated.
* Please ensure you stamp the form with your organisations official stamp.

**Section C**

Childcare Provider Details:

|  |  |
| --- | --- |
| Provider Name | Care Commission Number |
|  |  |

**Section D**

Please confirm the number of hours, days and weeks this child attends your childcare service and also the cost per hour.

If your child receives any free hours from the Scottish Government please note in the table below.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Child’s Name** | **D.O.B** | **Number of** | | |  | **No. of free hrs. from Scottish Government** |
| **Hours per week** | **Days per week** | **Weeks per year** | **Cost per hour £** |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |

**Section E**

Please confirm if there any outstanding Fees to be paid:

|  |  |  |
| --- | --- | --- |
| Date from | Date to | Amount outstanding |
|  |  |  |

**Section F**

**I confirm that this information provided on this form is correct:**

|  |  |
| --- | --- |
| **Signature** |  |
| **Print Name** |  |
| **Date** |  |

**Childcare Providers official stamp:**