

# Claim Form for Existing Eligible Children Autumn Term 2009 Early Years



**SureStart**

Making life better for children and families in our county

The children listed below were included on your previous return and remain eligible.

## Instructions for completion

1. Ensure a Parental Declaration form has been completed for Autumn Term 2009 for each child
2. Check number of hours in the 'Hours per week claimed in the previous term against Autumn Term 2009 parental declaration form. If the hours have changed update the 'Weekly hours claimed this term (*only if different*)' column
3. Check the name, date of birth, ethnicity code and address details for each child against the Autumn Term 2009 parental declaration form. Clearly make amendments where necessary
4. Cross out any children you are not claiming for this term
5. Leaving dates must be completed for any child leaving before the end of term
6. Do not add children to this form, complete an EY1 Form instead

**Provider No.:**

Child's Name	Date of Birth	Ethnicity Code	Address (required for each child record)	Leaving date if before end of term	Number of hours per week claimed in previous term	Number of hours claimed this term (only if different)