

Preparation for 30 hours claims timetable

To do in the autumn period in preparation for spring by 31 December

- Remind parents to reconfirm existing 30 hours code.
- Validate reconfirmed eligibility codes
- Identify children who will be eligible by age in spring to access the extended entitlement.
- Advise these children's parents of the extended entitlement and how to claim.
- Validate new eligibility codes.

To do in the spring period in preparation for summer by 31 March

- Remind parents to reconfirm existing 30 hours code
- Validate reconfirmed eligibility codes
- Identify children who will be eligible by age in summer to access the extended entitlement.
- Advise these children's parents of the extended entitlement and how to claim.
- Validate new eligibility codes.

To do in summer period in preparation for autumn by 31 August

- Remind parents to reconfirm existing 30 hours code
- Validate reconfirmed eligibility codes
- Identify children who will be eligible by age in autumn to access the extended entitlement.
- Advise these children's parents of the extended entitlement and how to claim.
- Validate new eligibility codes.