

ANNEX B

For Childcare requirements between:

13 January 2025 – 23 May 2025 for UG and PG Dip

13 January 2025 – 6 June 2025 for PGDE

13 January 2025 to 31 July 2025 for MSc students

Closing date for Annex B: 31 March 2025 at 5pm

*MSc Students: 30 May 2025 at 5pm



Student Name:	Student Registration Number:
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- This Annex MUST be completed by your childcare provider (both sides).
- If you have more than one childcare provider, you must get each provider to fill in a separate Annex B.
- **Payments for this period will not be made prior to commencing your course.**

Childcare Provider, please provide the following information:

Name of Child/Children in your care:

Week Commencing	Cost per hour OR per session (half day/full day)	Number of hours per session per week	Total Cost for week	Total cost for this period
13 January	£		£	£
20 January	£		£	
27 January	£		£	
3 February	£		£	£
10 February	£		£	
17 February	£		£	
24 February	£		£	
3 March	£		£	£
10 March	£		£	
17 March	£		£	
24 March	£		£	
31 March	£		£	£
7 April	£		£	
14 April	£		£	
21 April	£		£	
28 April	£		£	
5 May	£		£	£
12 May	£		£	
19 May	£		£	

Management or Proprietor:	
I confirm that the child/children noted above attend as detailed.	
Name: _____	
Signature: _____	Date: _____
Please ensure you have also signed the Declaration overleaf.	

For *PGDE and MSc Students Only

Week Commencing	Cost per hour OR per session (half day/full day)	Number of hours per session per week	Total Cost for week	Total Cost for this period
*26 May	£		£	£
*2 June	£		£	£
9 June	£		£	
16 June	£		£	
23 June	£		£	
30 June	£		£	£
7 July	£		£	
14 July	£		£	
21 July	£		£	
28 July	£		£	

Childcare Provider Declaration:

- If you have previously completed an Annex A for this child/children for childcare costs for Semester 1 (during the period August/September to December), please confirm the amount paid to you during this period: £ _____
- I confirm that I have agreed to provide childcare to the named child/children overleaf and I will advise you immediately of any change to this.
- Please tick to confirm Government Funding has been deducted from costs for any 3 or 4 year old child. If not, please attach details as to why it has not been deducted:
- I understand payment of the award will go to the student and it is their responsibility to pay me.

It would be helpful if you could keep a record of when the above child/ren are in your care and the cost of this care, as we will ask you for this information in the future.

Company Name:

Address:

Post Code

Telephone Number:

Email Address:

My Care Inspectorate registration number is:

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Provide an official stamp in the space indicated.

Stamp 

If you do not have an official stamp, please provide a letter on headed paper confirming the company name and the child/ren in your care. Tick here if you have provided a letter instead:

If you are a private childminder, tick here to confirm you have provided a letter confirming your name and the child/ren in your care:

Please ensure that you have checked and signed the attendance information overleaf.

Manager or Proprietor's:

Name: _____

Signature: _____

Date: _____