

FUNDING FOR CHILDCARE & PLAYWORK QUALIFICATIONS
APPLICATION FORM

Trafford Sure Start can offer funding to pay for up to 75% of course fees for people who wish to study for a childcare or playwork qualification.

Due to an increased demand for higher level of qualifications the % of funding allocated may vary, and is subject to availability. Each applicant will be considered on an individual basis, priority given to those settings considered most in need.

To qualify for funding, you MUST:

- Live or work in Trafford
- Have been offered a place on a suitable training course
- Not in receipt of means tested benefit
- Not work for the local authority

The training course MUST BE:

- Relevant to Children's Care Learning & Development or Playwork, including assessor awards and supervisory management
- Delivered by an approved and recognised training provider

Additional Information:

- Please note that all funding is subject to availability
- If your application is successful, you will be required to pay your 25% contribution directly to the training provider the remainder 75% funding will be paid by Trafford Sure Start directly to the training provider.
- If you have already been on a course funded by Trafford Sure Start and not completed it without first giving us notice, you will not be eligible for funding.

What you need to do:

1. If you think you meet the criteria and wish to apply for funding, please complete this application form and submit to Trafford Sure Start. If you require help to complete this form or are unsure about any aspect of it, please do not hesitate to contact the Training Team on 0161 912 3253. Please note that if you do not complete all sections of the form, it will be returned to you and the delay may result in you being unable to start your training course.
2. If you are already working in childcare or playwork, ask your employer if they could help with your contributions towards course costs.

All application forms will be processed within 15 working days

SECTION 1: Data Protection Statement

Trafford Sure Start will hold the details you provide on a database. This data will be used to send you relevant information and for statistical purposes. Do we have your permission to hold your details in accordance with the Data Protection Act 1998?

Yes No

By signing and dating this form, you are confirming that you have read and agree to the data protection statement.

Signature: _____ Date: _____

SECTION 2: Personal Information

Name: _____ Date of Birth: _____

Address: _____

Post Code: _____ Female Male

Home Telephone: _____ Mobile: _____

E-mail address: _____

SECTION 3: Equal Opportunities

White

- British
- Irish
- Traveller of Irish Heritage
- Gypsy / Roma
- Any Other White Background

- Prefer Not To Say

Asian or Asian British

- Indian
- Pakistani
- Bangladeshi
- Any Other Asian Background

Black or Black British

- Caribbean
- African
- Any Other Black Background

Mixed

- White and Black Caribbean
- White and Black African
- White and Asian
- Any Other Mixed Background

Chinese or Other Ethnic Group

- Chinese
- Other Ethnic Group (please specify)

Are you a UK resident? Yes No

Do you have a disability? Yes No

Do you require any additional learning support? Yes No

Do you require any support with basic skills such as English or Maths? Yes No

Are you a lone parent? Yes No

SECTION 4: Existing Qualification

Do you already have any childcare or playwork qualifications? Yes No

If Yes, please list them: _____

Do you already have any other qualifications? Yes No

If Yes, please list them: _____

Are you a network childminder? Yes No

SECTION 5: Employment

Are you currently employed? Yes No

If Yes, are you employed by Trafford Council or any other public body? Yes No

If you are not employed, are you in receipt of means tested benefits? Yes No

SECTION 6: Employer Details

If this course is relevant to your work, you may wish to seek your employer's help with your funding contribution.

Has your employer agreed to contribute? Yes No

Even if your employer is not making a contribution, we still need to have their details:

Employer Name: _____

Employer Address: _____

Employer Post Code: _____

Place of Employment: (if different from above) _____

Employer Telephone: _____

Job Title: _____

Position in Organisation: _____

SECTION 7: Course Details

Name of qualification: _____

Level of qualification: _____

If you are applying for a degree course, which year of study is it? 1 2 3

Name of Training Provider: _____

Training Provider Address: _____

Training Provider Contact Name: _____

Training Provider Telephone: _____

Course Start Date _____ Course End Date: _____

Full Cost of Course: £ _____

Employer's Contribution: (if any) £ _____

SECTION 8: Supporting Information

1. What are your main reasons for applying for this particular qualification

2. What benefits do you feel you will bring to your organisation by achieving this qualification

SECTION 9: Agreement Between Applicant and Trafford Sure Start

If your application is accepted, Trafford Sure Start agrees to make appropriate payments to the training provider and to monitor and evaluate the training.

I, the applicant, agree to:

1. Pay back in full all course fees, if I do not complete the course
2. Complete the course stated above, with at least 80% attendance
3. Complete middle/end course evaluation

Applicant Signature: _____ Date: _____

Training Provider Signature: _____ Date: _____

Do you have your employers support to do this qualification YES NO

PLEASE ENSURE THAT ALL SECTIONS OF THIS FORM ARE COMPLETED OR YOUR APPLICATION WILL BE RETURNED AND THE DELAY MAY RESULT IN YOU NOT BEING ABLE TO START YOUR TRAINING COURSE.

**Please return completed forms to: Workforce Learning Assistant
Sure Start Support Services
Children & Young People Service
4th Floor Waterside House
Sale, M33 7ZF**