

Application form for a free early education place for two year olds

Complete this form if you are seeking a free early education place for a two year old and:

- you are a Zambrano Carer.
- you have the right to remain in the UK under Article 8 of the European Convention on Human Rights (ECHR) and are subject to no recourse to public funds; or
- you are supported under s4 of the Immigration and Asylum Act 1999.

1. Child's details

Child's Legal Family Name:		Child's Legal Forename(s):			
Date of Birth: <small>(dd/mm/yyyy)</small>		Male/Female:		Nationality:	
Address:					
Post Code:					
Documentary proof of child's DOB		Document recorded by <small>(name of staff member):</small>		Date document recorded <small>(dd/mm/yyyy):</small>	
Documentary proof of child's nationality (if relevant)		Document recorded by <small>(name of staff member):</small>		Date document recorded <small>(dd/mm/yyyy):</small>	

2. Carer's details

Carer's Legal Family Name:		Carer's Legal Forename(s):		Nationality:	
Documentary proof of nationality (if relevant)		Document recorded by <small>(name of staff member):</small>		Date document recorded <small>(dd/mm/yyyy):</small>	
Address:					
Postcode:					
Relationship to child					

Documentary proof of relationship with child		Document recorded by (name of staff member):		Date document recorded (dd/mm/yyyy):	
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3. Zambrano Carers

Do you meet the relevant criteria¹ to have acquired Zambrano Carer status?

Yes No

Documentary proof of right to Zambrano Carer status²					
Document(s) recorded by (name of staff member):		Date document(s) recorded (dd/mm/yyyy):			

4. Right to remain in the UK under Article 8 of the ECHR

Do you have a right to remain in the UK on grounds of private and family life under Article 8 of the ECHR with no recourse to public funds?

Yes No

If yes, please provide evidence of your right to remain in the UK under Article 8 of the ECHR and go to section 5.

Documentary proof of right to remain in the UK under Article 8 of the ECHR		Document recorded by (name of staff member):		Date document recorded (dd/mm/yyyy):	
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5. Income

5.1 Do you work?

Yes No

5.2 Do you have a partner?

Yes No

¹ See paragraph 15 of Department for Education Guidance on Assessing Eligibility for a free place

² This may require a number of different pieces of documentary evidence

5.3 Does your partner work?

Yes No

If you have answered no to these questions, please go to section 7 and sign and date the declaration form.

5.4 Do you expect your household annual net income to be less than £15,400 a year?

Yes No

Documentary proof of household income		Document recorded by (name of staff member)		Date document recorded (dd/mm/yyyy)	
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6. Support under s4 of the Immigration and Asylum Act 1999

Do you receive support from the Home Office under section 4 of the Immigration and Asylum Act 1999?

Yes No

If yes, please provide evidence of the support that you receive from the Home Office and go to section 7 and sign and date the declaration.

Documentary proof of support from the Home Office		Document recorded by (name of staff member):		Date document recorded (dd/mm/yyyy):	
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7. Parent/Carer/Guardian with legal responsibility for the child declaration

Declaration I (Name)

Of (Address)

confirm that the information I have provided above is accurate and true.

I agree that the information I have provided can be shared with the local authority, the Department for Education and with other government departments for the purposes of assessing the eligibility for a free early education place.

Parent/Carer/Guardian with legal responsibility for care of the child	
Signed	
Print name	
Date	

Please return to:
Wigan Early Years & Childcare Team,
People Directorate Children Adults and Families
Wigan Council
Wigan Life Centre (South site),
College Avenue,
Wigan
WN1 1NJ
Or email to: childcaresupport@wigan.gov.uk

8. Data privacy

The Data Protection Act 2018 (the Act) puts in place certain safeguards regarding the use of personal data by organisations, including the Department for Education, local authorities, schools and other early education providers. The Act gives rights to those about whom data is held (known as data subjects), such as pupils, their parents and teachers. This includes:

- The right to know the types of data being held
- Why it is being held; and
- To whom it may be disclosed
- How long the data will be held for

You can view the councils primary privacy notice [here](#) for further information on how we use your personal data: www.wigan.gov.uk/Council/DataProtection-FOI-Stats/Privacy-notices/Data-Primary-Privacy-Notice.aspx

Should you have any concerns relating to how your information or the information relating to your child/ren is being or will be used, please contact:
dataprotectionofficer@wigan.gov.uk

Please note that information about an individual's immigration status is sensitive data should be handled appropriately. Local authorities are asked to pay particular note to advice from the Information Commissioner's Office on holding personal data including sensitive personal data available at:
<https://ico.org.uk/for-organisations/guide-to-data-protection/principle-3-adequacy/>