

Childcare Funding

2021-2022

This guide is for students on a **Full-time, Part-time, Further Education and Higher Education** courses. The guide gives basic information about the eligibility conditions you need to meet to receive childcare funding while studying at college.

You can visit our website at www.glasgowkelvin.ac.uk to get more information about student funding. If your circumstances are not covered, then please [contact us](#) for further advice regarding your eligibility.



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This booklet offers general guidance only and is not binding. We assess each person applying based on their circumstances in line with the information they provide in a completed application.

All information was correct at the time of publishing but may be subject to change. Please check the most up-to-date information on the [Scottish Funding Council](#) website.



Introduction

Childcare Funds at Glasgow Kelvin College open for applications around the end of June 2021. The Childcare Fund provides non-repayable assistance for students with children, for them to access or continue in education and are paid in addition to any other forms of student support.

Childcare funding is limited and is allocated on a first come, first served basis. Make sure you apply as soon as you receive invitation to apply email.

Each academic year we support around 300 students through the Childcare Fund.

Lone parents are guaranteed a minimum of £1215 (providing that the student meets the funding criteria)

We can provide financial support for Breakfast Club, Nursey/Child Minder & After School Care.

The amount allocated is on a child per day basis, with a maximum award per day set at £20 per half day and £40 per full day. We do not currently have an overall cap on the amount of Childcare funding that you can receive.

Continuing students must make a new application each academic year.

What are the residency criteria for applying?

- you must be over the statutory school leaving age on the 1st of August 2021.
- ordinarily resident in the UK, Channel Islands and Isle of Man for three years immediately before the start of the academic year;
- You must have Settled or Pre-Settled status and ordinarily resident in the UK for the three years immediately before 1st August 2021 and ordinarily resident in Scotland on the 1st August 2021.
- If you do not meet the first condition, you may still be

eligible to apply for support if you or your family member meet our EEA / Swiss migrant worker conditions. (contact Support Funding for more information)

- Refugee/Leave to Remain
- Asylum Seekers studying part time NC or full time ESOL
- ordinarily resident in Scotland on the 1st of August 2021.

If you don't meet the general residence conditions above or are unsure about your residential status, you may still be eligible to apply for support.

Please contact Support Funding for more information.

Am I eligible?

To receive Childcare support, you must:

- Have a dependent child or be responsible for a child
- Be in receipt of Child Tax Credit (regulations differ for asylum seekers)

- Have accessed all eligible funding available to you
- Have a childcare provider registered with the [Care Inspectorate](#).

You will not receive Childcare support if:

- You have a spouse or partner who is at home during college hours and is able and available to look after your child/children
- If household income is above set Tax Credit thresholds based on the number of children you are responsible for (please refer to Support Funding for further info if required)
- Your childcare provider is not registered with the Care Inspectorate.



What will I receive?

You can apply for support based on need, although we can only cover your college timetable; for example, if you are scheduled in 2 full days and 1 half day, this is the maximum that we will cover.

The amount allocated is on a child per day basis, with a maximum award per day set at £20 per half day and £40 per full day

The assistance is limited to the College Academic Calendar (38-week period) and the college does not assist with the cost of childcare during the following holidays; October, Christmas or Easter. We do however cover

short holidays, for example bank holidays.

If you are studying at Higher Education (HE) level and are not eligible for tuition fees, or you are an Asylum Seeker studying at Further Education level, you will not be eligible for funding from Childcare Funds, but may be eligible for funds from the Discretionary Fund (capped at £4,000). If you are an Asylum Seeker studying at HE level you will not be eligible for any Support Funds.

You will be liable for all childcare costs until you have been approved for a Childcare Funding Award from Glasgow Kelvin College.



Every student will be required to complete a Childcare Provider Form.

Glasgow Kelvin College does not have its own childcare provision. However, there is a wide range of childcare providers located near all four of our campuses.

Childcare will be paid in arrears, direct to the childcare provider, providing you are fully engaging and participating in your studies. Students become liable for their own childcare costs when deemed to be not fully participating and

engaging. Any student queries on non-payment should be made, in the first instance, to the Support Funding Team.

Any changes to the student's childcare contract must be provided to Support Funding.

If you plan to change your childcare provider, you must complete a new Childcare Provider form and give four weeks' notice of termination to your childcare provider and to the college. You will be liable for any additional cost or over payments.

Students are liable for any additional notice period requested by the childcare provider.

A contract does not exist between the College and the Childcare Provider and the College accepts no liability.

How to Apply

A link to the [Childcare Funding application](#) will be issued to your e-mail address.

You must fill this out ASAP with all supporting documentation to ensure you receive the support.

Incomplete applications will be rejected if submitted without ALL supporting documents required.

CAMS Account

- Students can check their award notices online
- Students should check their online account regularly
- Students should keep their passwords safe
- Students will use the same account for the duration of their studies

You can also scan the following QR code, to access the Support Funding section of the website.



Working Tax Credit, Childcare Element

If you/your partner work and pay for childcare you may be able to get extra help with the cost, this is the childcare element of Working Tax Credit.

Further information can be found at www.hmrc.gov.uk/taxcredits or 0845 300 3900, open 8.00am – 8.00pm Monday to Saturday and 8.00am – 5.00pm Sunday.

Please note, students who are eligible for any alternative funding from any source, i.e. tax credits or local authority assistance, or any other source, will have this deducted from the amount that the College will pay for timetabled classes.

COVID -19

During these unprecedented times there may be changes in the way the college operates. This could include changes in your timetable at short notice and/or changes to the College Childcare procedures. The College reserves the right to make changes with regards to its Childcare procedures as required at any time.

The student is always at the centre of everything that we do here at GKC, if we are required to make changes at short notice, we will always ensure that you are communicated with in full.

Furthermore, our Advice, Guidance and Learner Support team are also available to support you with any college wide concerns you may have.

Keeping in Touch

Access your online funding account regularly for up to date information. It is important that you keep your password safe. You will need this to access your funding account.

Visit our [website](#)

Email:

supportfunding@glasgowkelvin.ac.uk

Telephone:

0141 630 5190

Please be aware our lines are very busy so if you are unable to get through please send an email.

Visit:

We are based in Springburn campus in Room 109. Our office is currently closed so we are unable to arrange face to face appointments at the moment.

Web Support:

Once you are enrolled, you will be able make a request to book an appointment for an online chat with the Support Funding department through Microsoft Teams.

