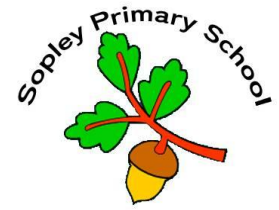


THE FEDERATION OF BURLEY AND SOPLEY PRIMARY SCHOOLS



Dear Parents and Carers,

Tax Free Childcare

Tax Free Childcare is a Government scheme to help working parents with the cost of childcare.

Use this link and/or check the diagram attached below for instructions on how to apply and/or use Tax Free Childcare:

[How to use Tax-Free Childcare | Childcare choices](#)

Your Tax Free Childcare account gives you access to an online account which can then be used to send payments directly to Hampshire County Council's bank account via BACS.

The Hampshire County Council UTR (unique tax reference) is **3111347356**.

The address which should be used is:

**The Castle
Winchester
SO23 8UJ**

Bank Details are:

Sort Code - 62-28-49

Bank Account - 00000000 (Yes - it is 8 zeros!)

If you are using this scheme to pay for breakfast or after school provision or any other school run clubs please inform the school office of your child/childrens unique childcare reference number and unique tax free childcare account number - one of which must also be quoted on payments to help us identify the source.

If you need a total cost or price for any clubs please contact Lynsey at Burley or Michelle at Sopley.

Kind Regards

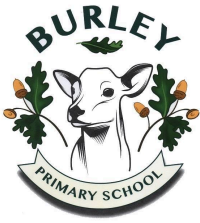
Clare Roche
Finance & HR Officer

Burley Primary School,
Church Lane, Burley,
Ringwood, Hampshire, BH24 4AP
Email: adminoffice@burley.hants.sch.uk
01425 403 375

Sopley Primary School,
South Ripley, Bransgore,
Christchurch, Dorset, BH23 8ET
Email: adminoffice@sopley.hants.sch.uk Tel:
Tel: 01425 672 343

www.burleyandsopley federation.org.uk





THE FEDERATION OF BURLEY AND SOPLEY PRIMARY SCHOOLS



HOW TO USE TAX-FREE CHILDCARE

For every £8 you pay in, the government will automatically add £2, up to the value of £2,000 per child per year (or £4,000 for disabled children)

1

CHECK YOU'RE ELIGIBLE

Find out more about eligibility on www.gov.uk/tax-free-childcare

You **can't** use Tax-Free
Childcare together with:
X Tax Credits
X Universal Credit
X Childcare Vouchers

2

APPLY FOR TAX-FREE CHILDCARE

Apply at www.gov.uk/apply-for-tax-free-childcare

If eligible, you'll get an online
childcare account.

[Watch this video](#) to find out more
about how to apply.

3

SELECT YOUR CHILDCARE PROVIDER(S)

Your childcare provider(s)
must sign up to receive Tax-Free
Childcare payments.

4

PAY MONEY INTO YOUR CHILDCARE ACCOUNT

You can deposit money into your
childcare account using a debit card,
but it's quicker by standing order or
bank transfer. We'll add the
government top up automatically
and you can use this money when it
shows as 'available'.

5

PAY YOUR CHILDCARE PROVIDER(S)

Use the money in your childcare
account, including the government
top up, to make one off or regular
payments to your childcare
provider(s).

6

RECONFIRM

To continue getting the government
top-up, you'll need to confirm your
details are up to date every 3
months. We'll send a reminder when
you need to do this.

Burley Primary School,
Church Lane, Burley,
Ringwood, Hampshire, BH24 4AP
Email: adminoffice@burley.hants.sch.uk
01425 403 375

Sopley Primary School,
South Ripley, Bransgore,
Christchurch, Dorset, BH23 8ET
Email: adminoffice@sopley.hants.sch.uk Tel:
Tel: 01425 672 343

www.burleyandsopley federation.org.uk

