

Early Years Education Funding - Summary of Task and Payment Dates

from July 2025 to August 2027

These are **proposed** task and payment dates and are subject to change, dependent on external factors outside of the Local Authority's control.

From April 2025, monthly payment dates are weeks ending the first Friday of each month

Term Task	Dates	Payment Option 1 * Week Ending	Payment Option 2 ** Week(s) Ending
Autumn Forecast 2025/26	2 July 2025 to 6 August 2025	5 September 2025	5 September 2025 3 October 2025 7 November 2025
Summer Amendment 2025/26	3 September 2025 to 10 September 2025	3 October 2025	3 October 2025
FINAL Summer Amendment 2025/26	8 October 2025 to 10 October 2025	7 November 2025	7 November 2025
Autumn Actual 2025/26	22 October 2025 to 4 November 2025	5 December 2025	5 December 2025
Spring Forecast 2025/26	26 November 2025 to 2 December 2025	2 January 2026	2 January 2026 6 February 2026 6 March 2026
Autumn Amendment 2025/26	10 December 2025 to 17 December 2025	6 February 2026	6 February 2026
Spring Actual 2025/26	12 January 2026 to 16 January 2026	6 March 2026	3 April 2026
FINAL Autumn Amendment 2025/26	24 February 2026 to 26 February 2026	3 April 2026	3 April 2026
Summer Forecast 2026/27	4 March 2026 to 10 March 2026	3 April 2026	3 April 2026 1 May 2026 5 June 2026
Spring Amendment 2025/26	13 April 2026 to 17 April 2026	5 June 2026	5 June 2026
Summer Actual 2026/27	18 May 2026 to 22 May 2026	3 July 2026	50% 3 July 2026 50% 7 August 2026
FINAL Spring Amendment 2025/26	9 June 2026 to 11 June 2026	3 July 2026	3 July 2026
Summer Amendment 2026/27	22 June 2026 to 26 June 2026	7 August 2026	7 August 2026
Autumn Forecast 2026/27	6 July 2026 to 5 August 2026	4 September 2026	4 September 2026 2 October 2026 6 November 2026
FINAL Summer Amendment 2026/27	8 September 2026 to 10 September 2026	2 October 2026	2 October 2026
Autumn Actual 2026/27	28 September 2026 to 2 October 2026	4 December 2026	4 December 2026
Spring Forecast 2026/27	25 November 2026 to 1 December 2026	1 January 2027	1 January 2027 5 February 2027 5 March 2027
Autumn Amendment 2026/27	7 December 2026 to 11 December 2026	5 February 2027	5 February 2027
Spring Actual 2026/27	18 January 2027 to 22 January 2027	6 March 2027	2 April 2027

FINAL Autmn Amendment 2026/27	9 February to 11 February 2027	5 March 2027	5 March 2027
Summer Forecast 2027/28	2 March 2027 to 9 March 2027	2 April 2027	2 April 2027 7 May 2027 4 June 2027
Spring Amendment 2026/27	19 April 2027 to 23 April 2027	4 June 2027	4 June 2027
FINAL Spring Amendment 2026/27	8 June 2027 to 10 June 2027	2 July 2027	2 July 2027
Summer Actual 2027/28	17 May 2027 to 21 May 2027	2 July 2027	50% 2 July 2027 50% 6 August 2027

KEY NOTES:

***Option 1: (lump sum up front)** Following completion of Forecast Task payment is calculated as 75% up front and payment made in one lump sum, the balance for the term payable on completion of the Actual Task.

****Option 2: (monthly payments)** Following completion of Forecast Task payment is calculated as 75% up front and payment made in three monthly instalments, the balance for the term payable on completion of the Actual Task.

Further Adjustments possible on the Amendment Tasks with the Final Amendment Tasks available on request.

Failure to complete the tasks correctly and on time will result in a delay to your payments.

Early Years Funding Periods and Weeks

Spring Term	1 January to 31 March	11 Weeks (Stretch - 12 Weeks)
Summer Term	1 April to 31 August	13 Weeks (Stretch - 20 Weeks)
Autumn Term	1 September to 31 December	14 Weeks (Stretch - 16 Weeks)

Childcare Settings can determine their own funded weeks within the periods above, subject to the maximum allowable weeks each term. However, Providers must take into consideration the child's start date if the child starts mid-term and count down the remaining weeks of the term offer and can be dependent on weeks claimed elsewhere.

Unused hours cannot be banked or carried forward to the following term.

Amendment Tasks

There are two amendment tasks for each term following the Actual headcount.

The first Amendment Task is issued to all Providers.

The FINAL Amendment Task available on request following the production of Final Term Funding Statement. Should Providers require one, they must email to the eeportal@staffordshire.gov.uk quoting their Provider ID.

It is the Local Authority's intention to close the term after the Final Amendment and any requests to amend claim after this will be subject to special consideration by the funding panel.