

Signing the Provider Agreement

Guidance

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Laura Wright

→ To Manager

Childcare Suffic...

✓ Done

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For Action – Revised Bolton Provider Funding Agreement 2025

StartWell <StartWell@bolton.gov.uk>

To

Bcc

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⋮

Thu 16/10/2025 15:18

You forwarded this message. This message was sent with High importance.

Funding Agreement - Final 16102025.pdf

539 KB

Open the PDF file attached to the email sent on 16th October

Dear Colleagues,

We apologise as there were a number of errors in the email sent to you on Wednesday 15th October 'Action required - Provider Funding Agreement 2025.' Please delete that agreement.

Updated 16th October 2025 (see dated agreement attached)

Bolton Council has updated the Provider Funding agreement in line with the changes made to [the Statutory guidance Early Years and Childcare](#) and the expansion of the early years funding streams. This guidance applies from April 2025, and providers must have everything in place from January 2026.

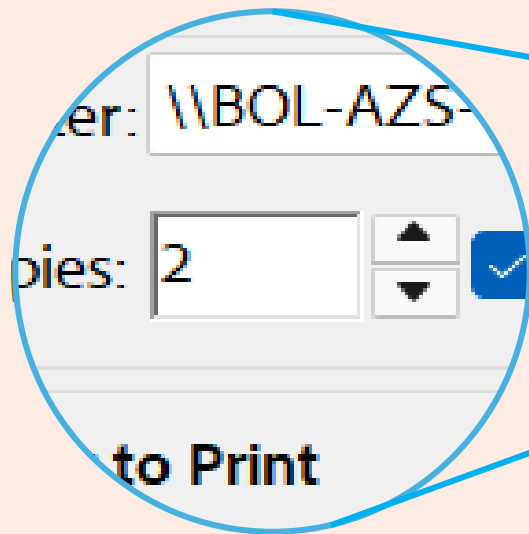
To support you we have outline some further guidance below;

It is essential that providers read the agreement carefully in full before signing to ensure you understand the terms, responsibilities, and requirements it sets out. Signing the agreement confirms your acceptance of these conditions, **which will apply from January 1st, 2026.**

Please note, from January 2026, early years funding will be paid to providers who have signed and returned their Bolton Provider Funding Agreement. Any provider who does not return a signed agreement will be at risk of not being paid.

We kindly ask that you **complete and return two copies of the full agreement** by the deadline as follows:

- **Funding agreements sent to all providers week beginning 13th October 2025**



Print 2 copies of the agreement

☆ Funding Agreement - Fi... x + Create

Convert E-Sign Find text or tools 🔍 ⏏️ 📄 🖨️ Share

Print

Printer: \\BOL-AZS-P-PCP01\AZS-SecurePrint Properties Advanced [Help ?](#)

Copies: 2 ☒ Collate ☐ Print in grayscale (black and white) ☐ Save ink/toner ⓘ

Pages to Print: ☒ All ☐ Current ☐ Pages 1 - 30 [More Options](#)

Page Sizing & Handling ⓘ

Size Poster Multiple Booklet

☐ Fit ☐ Actual size ☒ Shrink oversized pages ☐ Custom Scale: 100 %

☐ Choose paper source by PDF page size

☒ Print on both sides of paper
☒ Flip on long edge ☐ Flip on short edge

Orientation: ☒ Auto ☐ Portrait ☐ Landscape

Comments & Forms
Document and Markups Summarize Comments

Page Setup...

Scale: 96%
8.27 x 11.69 Inches

Bolton Council Department for Futurecare

Agreement for the funding of:
Early years provision free of charge and funded childcare

Valid from September 2025

Funding Agreement: Final 19/02/20

Page 1 of 30

Print Cancel

Early years provision free of charge and funded childcare

Agreement for the funding of:

**Early years provision free of charge and
funded childcare**

Valid from September 2025

Agreement for the funding of:

**Early years provision free of charge and
funded childcare**

Valid from September 2025

The variations shall come into effect from the date specified in the written notice.

Schedule 1

Full Legal Title of Provider

Registered/Nominated Person

EY Number

Name of setting(s)

Address of setting(s)

Funding Stream:

Entitlement	✓ or ✗
15 hour entitlement for eligible disadvantaged two year olds (the "Disadvantaged Two Year Olds Entitlement").	
15 hour entitlement for parents of three and four year olds (the "Universal Entitlement").	
The 30 hour entitlement for working parents of children aged nine months up to 4 years old (the "September 2025 New Entitlement" effective from September 2025).	

The variations shall come into effect from the date specified in the written notice.

Schedule 1

Full Legal Title of Provider

Registered/Nominated Person

EY Number

Name of setting(s)

Address of setting(s)

Funding Stream:

Entitlement	✓ or ✗
15 hour entitlement for eligible disadvantaged two year olds (the "Disadvantaged Two Year Olds Entitlement").	
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The 30 hour entitlement for working parents of children aged nine months up to 4 years old (the "September 2025 New Entitlement" effective from September 2025).	

Turn to schedule 1

Registered name
on Companies
House

Ofsted URN

Where the
provision takes
place

Owner or
Headteacher

Only enter if this
differs from the
registered name

Tick the boxes
that you offer

The variations shall come into effect from the date specified in the written notice.

Schedule 1

Full Legal Title of Provider Example Provider

Registered/Nominated Person John Smith

EY Number EY123456

Name of setting(s)

Address of setting(s) 123 Bolton Street,
Bolton BL3 3AA

Funding Stream:

Entitlement	✓ or ✗
15 hour entitlement for eligible disadvantaged two year olds (the "Disadvantaged Two Year Olds Entitlement").	✓
15 hour entitlement for parents of three and four year olds (the "Universal Entitlement").	✓
The 30 hour entitlement for working parents of children aged nine months up to 4 years old (the "September 2025 New Entitlement" effective from September 2025).	✓

The variations shall come into effect from the date specified in the written notice.

Schedule 1

Full Legal Title of Provider Example Provider

Registered/Nominated Person John Smith

EY Number EY123456

Name of setting(s)

Address of setting(s) 123 Bolton Street,
Bolton, BL3 3AA

Funding Stream:

Entitlement	✓ or ✗
15 hour entitlement for eligible disadvantaged two year olds (the "Disadvantaged Two Year Olds Entitlement").	✓
15 hour entitlement for parents of three and four year olds (the "Universal Entitlement").	✓
The 30 hour entitlement for working parents of children aged nine months up to 4 years old (the "September 2025 New Entitlement" effective from September 2025).	✓

Ensure you fill in Schedule 1 in ink, in both
copies of the agreement. Do not photocopy

Turn to the signing page

IN WITNESS whereof the Authority and the **Provider** have executed this Agreement the day and year written at the head of this Agreement

Executed by the Borough Council of Bolton under the hand of its authorised signatory

.....
Authorised signatory

.....
Name of signatory (CAPS)

Executed by the **Provider** detailed in Schedule 1 to this Agreement

J. Smith
The Provider/Authorised signatory

JOHN SMITH
Name of signatory (CAPS)

.....
Date

Executed by the **Provider** detailed in 1 to this Agreement

J. Smith
The Provider/Authorised signatory

JOHN SMITH
Name of signatory (CAPS)

Sign both copies in ink.
Do not date.
Do not photocopy

Do not sign

IN WITNESS whereof the Authority and the **Provider** have executed this Agreement the day and year written at the head of this Agreement

Executed by the Borough Council of Bolton
under the hand of its authorised signatory

.....
Authorised signatory

.....
Name of signatory (CAPS)

IN WITNESS where of Bolton Council and the Provider have executed this Agreement as a Deed the day and year first before written

Executed as a deed by THE
BOROUGH COUNCIL OF
BOLTON affixing its Common
Seal in the presence of:

Authorised Sealing Officer

Executed as a deed by [name of Provider]
acting by

.....
Director signature

.....
Director/Secretary/Witness signature

.....
Witness Name

.....
Witness Address



Returning the signed agreements:

- **Drop-off:** at Harvey Family Hub, Shaw Street Bolton BL3 6HU, open 9am-6pm Mon- Fri
- **Post:** to Start Well Service, Harvey Family Hub, Shaw Street, Bolton, BL3 6HU.

We strongly recommend using **tracked and signed-for delivery** if posting.