

Entitlements Team Timeline



Online adjustments will be sent out as soon as possible after payments have been made for the Actual. Paper adjustments are no longer available. Incorrectly completed forms may not be paid by the specified dates.

Autumn (01 September 2019 - 31 December 2019)

Actual form deadline	Monday 14 th October 2019 Payments made: Within the last 14 days of December.
Adjustment form deadline	Friday 10 th January 2020 Payments made: Within last 14 days of February.

Spring (01 January 2020 - 31 March 2020)

NB – To receive Early Years Pupil Premium from this funding period, applications must be received by 31st December 2019.

Estimate forms sent out	Week commencing 18 th November 2019
Estimate form deadline	Wednesday 11 th December 2019 Payments made: Within the first 14 days of January.
Actual forms sent out	Week commencing 20 th January 2020
Actual form deadline	Wednesday 5th February 2020 Payments made: Within the last 7 days of March.
Adjustment form deadline	Wednesday 22 nd April 2020 Payments made: Within the last 14 days of May.

Summer (01 April 2020 – 31 August 2020)

NB – To receive Early Years Pupil Premium from this funding period, applications must be received by 31st March 2020.

Estimate forms sent out	Week commencing 24 th February 2020
Estimate form deadline	Monday 16 th March 2020 Payments made: Within the first 14 days of April.
Actual forms sent out	Week commencing 27 th April 2020
Actual form deadline	Monday 18th May 2020 Payments made: Within the last 14 days of July.
Adjustment form deadline	Monday 7 th September 2020 Payments made: Within the last 14 days of October.

Autumn (01 September 2020 - 31 December 2020)

NB – To receive Early Years Pupil Premium from this funding period, applications must be received by 31st August 2020.

Estimate forms sent out	Week commencing 29 th June 2020
Estimate form deadline	Monday 17 th August 2020 Payments made: Within the first 14 days of September.

Payments can only be met by these dates for those that meet these deadlines. It is important that the Actual form deadline is met as no extension will be given. Failure to meet this deadline will result in any estimate money received being reclaimed.

Please note: these dates are correct at time of production but may change due to circumstances out of our control.

If you have not received notification via e-mail within a week of when the claim is due to be sent out, please contact a member of the Entitlements team on 01823 357039 or eyfunding@somerset.gov.uk.