Information on how parents can reconfirm their entitlement to 30 hours of free childcare and/or tax-free childcare

If you have applied for and/or claimed up to 30 hours of free childcare and/or tax-free childcare, you **must** re-confirm your eligibility.  The Department for Education (DfE) has said that:

* You must re-confirm even if your child has not begun their 30 hours placement
* You must re-confirm three months from the date you applied to get the extra hours
* You must re-confirm **every three months**

# How to reconfirm

1. The DfE will send you a text and/or email four weeks before your reconfirmation deadline.  This will prompt you to log into your Childcare Service account.
2. In the Childcare Service account, you must go to “secure messages” (which you can access at any time).  The reconfirmation section will tell you what your reconfirmation date is.
3. You have up to four weeks before your reconfirmation date to let the DfE know whether you are still entitled to 30 hours free childcare or tax free childcare.

The reconfirmation process could differ for some parents depending on for example, if:

* If your circumstances haven’t changed (tick a box to confirm this).
* If your circumstances have changed (you must amend and resubmit your details).
* If you completed your original application over the phone (please contact the customer interaction centre to reconfirm your eligibility).
* If you currently have a temporary code (these start with 11).  You must complete a new application. In order to get a permanent code, you must go through your childcare service account.