

# Disability Access Fund (DAF) 2026 - 2027

## Information and application form for parents/carers

The government is clear that all children should be able to access their funded hours and that no child should have their access restricted, or denied, because of special educational needs, or a disability. They have, therefore, created a targeted fund called the Disability Access Fund (DAF).

The purpose of the fund is to support early years settings to make initial reasonable adjustments and to build the capacity of their setting to support disabled children.

The DAF is not based on an hourly rate and will be paid as a one-off payment of £938 per year to the early years setting for each eligible child.

## Eligibility

Providers in Cambridgeshire who are in receipt of Early Years Funding are eligible to receive DAF where the child is:

- in receipt of Disability Living Allowance (DLA) for children, and
- accessing a place at the setting under their entitlement to free early learning and childcare.

DAF is available to one provider in a year. If a child is splitting their entitlement across two or more settings, the parent/carers will need to nominate the setting they wish to receive the payment. This will usually be the setting where the child is accessing most of their universal hours and expanded hours entitlement or extended hours entitlement.

When a DAF application has been made for the child previously, the next DAF application can be the following financial year. An example is a DAF application made in Spring the next application would need to be the following Spring.

If a child receiving DAF moves from one setting to another within a financial year, the new setting is not eligible to receive DAF funding for this child within the same financial year. The new setting will need to wait until the following financial year to be able to apply for funding for the child.

In cases where a child who lives in one authority area attends a setting in a different local authority, the setting's local authority is responsible for funding the DAF for the child and checking eligibility.

**Please note** four-year olds in primary school reception classes are not eligible for DAF funding.

## How to apply

- Parent/carer completes Part 1 of the application overleaf.
- Parent returns completed application form along with a copy of the official letter confirming the child's entitlement to DLA to the nominated setting. The setting will take a copy of this letter and keep it on file, in accordance with data protection policies. This copy letter should be provided to the Local Authority on request.
- The setting will then complete Part 2 of the application and submit it via the secure online DAF portal system to the local authority who will authorise and make payment.



## DAF application form

### Part 1 – parent/carer information (to be completed and signed by the parent/carer)

Parent's name			
Child's name			
Nominated childcare setting			
Does your child attend another setting where they are taking up universal and/or expanded/extended hours? Please note that DAF can only be paid to one setting. If yes, please list the other settings below.	Yes	No	
Additional childcare setting			

I can confirm that my child is in receipt of DLA for children and that I have provided a copy of the official DLA letter to my nominated childcare provider. I understand that this is a one-off payment to the childcare setting and that payment cannot be made to another setting within the same financial year.

Parent/carer signature		Date:
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### Part 2 – nominated setting information (to be completed and signed by the setting)

Setting Ofsted URN, Independent school number, or Department for Education (DfE)	
Name of childcare setting	
Contact name	
Contact telephone number	

I can confirm that the above setting is the nominated setting for the DAF payment for this child in this financial year and that I have a copy of the official letter regarding receipt of DLA. We will maintain evidence of the expenditure should it be required in future.

Setting signature		Date:
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**Data Protection:** We collect your details to process your application for early years funding and to contact you about related funding issues and tasks in accordance with the Early Years Funding Agreement.

In addition, we can be required to share information with our partners, for example health organisations, to improve the wellbeing of children in Cambridgeshire area as required by the Children Act 2004. Information shared between partner organisations is proportionate and only given when it is necessary to help those partner organisation services with their legal obligations. We are required to provide statistical data to the DfE. We also use statistical data for our own internal research, statistical analysis, or statistical surveys to help manage our service provision, and share data with academic institutions or independent researchers with a legitimate need for information for their research.

All Early Years Funding application data is stored securely and maintained in accordance with the Data Protection Act. Cambridgeshire online systems that are publicly available for entry of personal application data are regularly independently tested to assess risk of penetration and to guard against unauthorised entry for access to personal or any other data. This includes ensuring that the username and password access meets industry standards. Further information about how we collect and use data, and your rights around this, can be found on our Privacy page on our website: [www.cambridgeshire.gov.uk/privacy](http://www.cambridgeshire.gov.uk/privacy). Our Data Protection Officer can be contacted via [data.protection@cambridgeshire.gov.uk](mailto:data.protection@cambridgeshire.gov.uk) or 01223 699 137.