



Tax Free Childcare – Breakfast and After School Club

Don't forget, you can use your Tax-Free Childcare account to make payments for wrap around care at Longmoor. It is a simpler two-step process, which could save you up to £2,000 a year.

STEP 1: Pay funds into your childcare account

To pay into your Tax-Free Childcare account, log in to your TFC account and transfer funds using a bank transfer or standing order. The government automatically adds a 20% top-up shortly after.

STEP 2: Pay your childcare provider (Longmoor Primary School)

Once your cleared funds and government top-up show in your balance (usually takes 1 working day), you need to send the payment to Longmoor, as follows:

1. Sign in to your Childcare Account.
2. Navigate to the option to pay your childcare provider.
3. Search for **Longmoor** using our name, Ofsted number which is **112585**, or postcode which is **NG10 4JG**.
4. Make a payment (decide how much you wish to upload to your breakfast and/or after school club on ParentPay). Please note, these funds typically take **3 to 5 working days** to reach us, so please do it in advance of needing to book sessions.
5. When you have sent the payment to Longmoor, please let one of the office team know by Dojo that you have made a payment; and how you would like the payment splitting. For example, if you send a payment of £50, you may want £20 on breakfast club, and £30 on after school club, or if you only use after school club, you will want the full £50 onto after school club. We will then record the payment, and upload onto your ParentPay account.
6. You will see the funds in your ParentPay account, and can book sessions as normal.

To see if you qualify for a Childcare Account, click the following link:

<https://www.gov.uk/tax-free-childcare/apply-for-tax-free-childcare>