



THE FEDERATION OF BURLEY AND SOPLEY PRIMARY SCHOOLS



Dear Parents and Carers,

Tax Free Childcare

Tax Free Childcare is a Government scheme to help working parents with the cost of childcare.

To register or to sign in, if you already have an account, please see use the link below.

<https://www.gov.uk/sign-in-childcare-account>

Once you have registered/logged in please follow the steps below.

- Click on the option for; **Your Tax Free Childcare Account**
- Manage Account
- Pay In Amount (Government will top up by 20% the following day)
- Add childcare provider - search for Sopley Primary School or Burley Primary School
- Once everything above is set up you can transfer funds to the school by selecting set up new payment.

Please note that the funds have to go through Hampshire before reaching the school account and this can on occasion take time. Please send an email to adminoffice@sopley.hants.sch.uk or adminoffice@burley.hants.sch.uk with your payment reference and we will match up the funding onto your child's Arbor account once funds are received.

If you have any queries please contact the school offices.

Burley Primary School,
Church Lane, Burley,
Ringwood, Hampshire, BH24 4AP
Email: adminoffice@burley.hants.sch.uk
Tel: 01425 403 375

Sopley Primary School,
South Ripley, Bransgore,
Christchurch, Dorset, BH23 8ET
Email: adminoffice@sopley.hants.sch.uk
Tel: 01425 672 343

www.burleyandsopley federation.org.uk

