

PVI Key EYFS & HLN Dates for Academic Year 2024-25

Moderation Week	Deadline for Submission	Panel Date
Monday 9 th September to Friday 13 th September 2024 (12noon)	Friday 20 th September 2024 (12 noon)	Thursday 10 th October 2024 – Autumn Interim Panel for Spring term payments
Monday 11 th November to Friday 15 th November 2024 (12noon)	Friday 22 nd November 2024 (12noon)	Tuesday 14 th January 2025 – Main Spring Panel for Summer term payments
Monday 17 th March to Friday 21 st March 2025 (12 noon)	Friday 28 th March 2025 (12 noon)	Thursday 24 th April 2025 – Summer 1 Interim Panel for Summer term payments
Monday 12 th May to Friday 16 th May 2025 (12 Noon)	Friday 23 rd May 2025 (12 noon)	Thursday 12 th June 2025 – Summer 2 Interim Panel for Autumn term Payments

Additional Information

Please remember to book in moderations discussions **prior** to moderation week via EYFSEND@nottinghamcity.gov.uk
Due to the continued increase in requests being submitted after deadline dates, and taking in to account the complications and delays that this causes, going forward any requests received after the above deadlines will not be accepted.

Amendments forms

Please remember to complete and return amendments forms for any child who has changed their Early Years Entitlement hours with you or have left your setting so we can ensure funding follows the child where required.
<https://www.nottinghamcity.gov.uk/media/rumfu5ox/application-amendments-form-send-funding.docx>

Change to Moderation Process

A change to the moderation process will come into effect ahead of the main HLN/SEND Funding panel which takes place in January 2025. These changes will therefore affect the moderation process which takes place in preparation for this panel in October and November 2024. It will not affect the moderation for the September interim panel 2024, which will take place as normal.

The changes for October and November 2024 and moving forwards will be:

- Settings will now be required to have 10% of their bids moderated, rather than all bids
- All settings will need to have a minimum of 1 bid moderated
- Settings must select their own bids for moderation, ideally these should be of different primary need or new bids where possible
- Moderations will continue in the same way through a visit, telephone call or Team's meeting.

It is hoped that the following changes will help to streamline the moderation process, bring greater consistency and help build capacity in settings as well as support teams