

**Financial Assistance Childcare Payment Schedule 2024/2025** – please note that these payments are 'expected' dates only and 'actual' payment dates will vary dependent on the application submission date and register data being completed by the expected payment date.

The application process can take up to 20 days from the date of submission but due to high volumes at the beginning of the term, this period may be extended. Where possible, we will endeavour to keep this to a minimum.

### Reporting an Absence

- Where students are absent due to sickness, this **must** be reported via the Absence Line ([absence.reporting@dncolleges.ac.uk](mailto:absence.reporting@dncolleges.ac.uk)) on the day of the absence (this must be done for every day the student is absent due to sickness).
- Where students have appointments such as doctors/dentist etc. Authorised Absence forms **must** be completed, submitted, and recorded on the students register prior to the absence occurring. Where a student has their payment stopped, sickness and authorised absence marks will not be considered/reviewed where the marks are amended after the attendance check has taken place. The stoppage will stand and there will be no recourse for appeal.

Month of Study	Period Covered	Expected Payment Date
September	02/09/2024 - 27/09/2024	07/10/2024
October	30/09/2024 - 25/10/2024	04/11/2024
November	28/10/2024 - 22/11/2024	02/12/2024
December	25/11/2024 - 20/12/2024	06/01/2025
January	23/12/2024 - 17/01/2025	27/01/2025
February	20/01/2025 - 14/02/2025	24/02/2025
March	17/02/2025 - 14/03/2025	24/03/2025
April	17/03/2025 - 11/04/2025	21/04/2025
May	14/04/2025 - 09/05/2025	19/05/2025
June	12/05/2025 - 06/06/2025	16/06/2025
July	09/06/2025 - 04/07/2025	14/07/2025