



Employer declaration form

Employers should complete this form to claim funding for construction industry placements and T Level industry placements through the Employer Support Fund.

The fund is available for the 2026 to 2027 financial year. It supports construction industry placements and T Level industry placements that start between 1 September 2026 and 31 August 2026.

Employers of all sizes can claim from this fund. Further guidance is available in the [Industry placements for level 2 and 3 construction qualifications guidance](#).

Employers supporting students from more than one provider must complete a separate employer declaration form for each provider they are claiming industry placement funding from. Claims must not be duplicated across providers. The Department for Education will carry out spot checks to ensure this requirement is being followed.

Each form must be:

- complete, accurate and true to the best of the employer's knowledge
- emailed to the provider with original receipts attached
- checked and countersigned by the relevant provider to validate the claim
- uploaded by the provider to the online claims tool, which will be available in early October 2027, along with all supporting receipts or invoices

Section 1 – Employer details

Name of employer	
Companies House ID (optional)	
Postcode	
Email	
Employer size Refer to the size of the whole business or organisation	Tick one option. ☐ Self-employed or sole trader (a business run by one self-employed person) ☐ Micro (0 to 9 employees) ☐ Small (10 to 49 employees) ☐ Medium (50 to 249 employees) ☐ Large (250 or more employees)

Section 2 – Essential costs

You need to:

- clearly state how many students are being supported by this claim
- specify the item(s) purchased and the cost of each item

If you are making claims for multiple industry placements, copy and paste the tables below to repeat the process.

Qualification	Number of students supported by this claim
What was purchased? List each item in a separate box. If you bought more than one of the same item, write the quantity next to it (for example, if you purchased 2 laptops, write '2 laptops')	Total cost (£) List the total cost of the items or services purchased

Section 3 – Provider details

Name of provider	
Name of the main contact for the provider	
Email address of the main contact at provider	

Section 4 – Declaration and signatures

By signing this form, I confirm the following:

- I have read and understood the employer eligibility criteria for making claims and will provide a construction industry placement and/or a T Level industry placement that meets the standards set out in the [Industry placements for level 2 and 3 construction qualifications guidance](#)
- The industry placement hours I am delivering will have a start date between 1 September 2026 and 31 August 2027.
- I will claim only for essential costs incurred in delivering a construction industry placement and/or a T Level industry placement. These claims are supported by necessary receipts, and I will provide further evidence if requested to demonstrate what the funds were spent on.
- I understand that DfE will carry out spot checks on the information I have provided, as part of a quality assurance process. I must therefore keep all relevant proof of payments or any other relevant records.
- If I am no longer able to offer a placement, I understand I may be asked to repay support payment funds I have already received for that placement, depending on the circumstances.

Employer signature

Title	
First name	
Last name	
Signature	
Date (DD/MM/YYYY)	

Provider signature

Title	
First name	
Last name	
Signature	
Date (DD/MM/YYYY)	

Section 5 – Evaluation

Can we contact you to find out more about how the additional funding has helped you to offer industry placements?

This will be part of an evaluation of the impact and effectiveness of the Employer Support Fund. We may contact you for a short follow-up conversation about your experience of using the fund.

Tick one option.

☐ Yes

☐ No