

Contribution towards costs for the care of a child in day care

If your child is cared for in day care, an annual fee (divided into 12 months) must be paid in accordance with the amount regulations for the kindergartens and after-school care centres of the municipality of Bremen.

Basic information

Parents participate in the costs of child day care depending on their income. Child day care is a care service for children up to 14 years of age, but mainly for children up to three years of age. The care is provided by a childminder.

The care of children from the age of three is free of charge for up to eight hours if their primary residence is in Bremen. However, depending on income, parents may continue to pay part of the cost of lunch (the lump sum for meals).

For children before the age of three and for children in after-school care, parents pay parental contributions and the flat-rate contribution to the cost of lunch, depending on their income.

Parental contributions are calculated in accordance with the local law on contributions for the kindergartens and after-school care centres of the municipality of Bremen (Bremische Beitragsordnung) and transferred to the main state treasury.

The amount of the parental contributions depends on, among other things

- Income situation
- Household size
- number of siblings in childcare that is subject to contributions
- Extent of care

Recipients of social benefits or holders of a Bremen Pass do not have to pay any fees and are entitled to a waiver of the flat rate for meals. It is important that the benefit certificates and especially the Bremen Pass are submitted! This is the only way to waive both the Kita fee and the lump sum for lunch.

Requirements

PiB-Pflegekinder in Bremen gGmbH is responsible for allocating places and determining the need for care. PiB sends a confirmation of placement to the parental contribution office. Only when this has been done does the Parental Contribution Office set the cost contribution for the parents.

What documents do I need?

- Current household certificate

Extended certificate of registration with all household members

- child's birth certificate
- All proofs of income of all types of income of the persons of the household belonging to the income community (mostly the parents)

The tax assessment notice is advantageous; income also includes interest and capital income, rental and leasing income, benefits from third parties, scholarships and grants.

- Evidence of public service

(Bafög, BAB, housing benefit, UVG, pensions, ALG I and II, other benefits from the Jobcenter, social assistance, family allowance, parental allowance, sickness benefit, but not: child benefit; homeowner's allowance)

- Bremen Pass

Upon presentation, the cost contribution for lunch is waived

- Contribution notice for siblings

For the period of care

- Certificate of enrolment

For students

- Residence permit

Procedure

Parents will be informed in advance by PiB which documents are required by the parental contribution office in order to calculate the parental share of the costs and submit the

documents to PiB or directly to the parental contribution office. It is possible to submit the documents by mail or by e-mail.

The determination takes place on the basis of the valid version of the local law over the contributions for the kindergartens and Hort of the municipality Bremen. A contribution to costs arises from a care volume of 20 hours per week. It is usually paid for one kindergarten year (01.08. of the current year until 31.07. of the following year) or according to the care periods which are communicated by PiB.

From a care volume of 30 hours per week, the care includes participation in lunch, from 25 hours, the care usually includes participation in lunch , for which an additional catering fee is charged (35.00 € since 01.08.2017.).

Child day care is financially equal to care in facilities. This means that the parental contribution is based on the contribution regulations of the city of Bremen, as in all day care facilities for children of the youth welfare.

After the calculation, the parents receive a notice.

More information

- The kindergarten year always begins on 01 August and ends on 31 July of the following year. The child's entry into and exit from the daycare facility can also take place during the course of the kindergarten year.
- The maximum contribution can be paid voluntarily by ticking the appropriate box in the application. It is then not necessary to submit proof of income.
- If the household situation has changed significantly for the better or worse during the contribution period, the last year or the last 12 months before the start of care can be used as the basis for calculation. A significant change is when the change in income results in a higher or lower income bracket. This can be the case, for example, due to the loss of a job, the birth of a child or separation.
- Subsequent documents for the application can be submitted by mail or post.
- The parental contribution is an annual fee, which should be legally fixed for the parents before the beginning of the current kindergarten year.
- The annual fee (divided into 12 months) must be paid in full even if a child is partially unable to attend care, e.g. because he or she is ill or the parents are on holiday with the child.

Frequently asked Questions

- **Why do I have to pay the additional contribution for lunch, my childminder already gets a monthly contribution for lunch from me?**

The contribution for lunch is a fixed part of the cost contribution from 25 hours of care per week, with which the parents participate in the costs of child day care depending on their income. Any agreements with the daycare provider that go beyond this are of a private law nature and do not change the amount of the parental contribution.

- **What if I have become unemployed/have less income and cannot currently pay the contribution according to the calculation?**

According to the contribution regulations, recalculations are possible during the year if there is a significant change in circumstances that results in a lower level in the contribution table.

- **Who belongs to the household or income community?**

The income of the parents living in the same household and their children entitled to child benefit is used to calculate the contributions. If the child lives with only one parent, his or her income and, if applicable, the income of a new spouse is taken into account. The income of the new partner's natural children is then also included in the calculation if they use day care, as well as the income of joint natural children.

The joint income does not include:

- Unmarried stepparents or stepparents not registered as domestic partners.
- Children of a new spouse/life partner, if they are not themselves cared for in a daycare center or in daycare for children
- Grandparents

- **How much is the parental contribution?**

The amount of the parental contribution depends on your financial and family situation. The following factors play a role in the calculation:

Family income, siblings in fee-paying care, household size, amount of care.

- **What is income?**

Information on the income of the parents or legal guardians is required to determine the cost contribution. The financial circumstances of the penultimate calendar year before the start of the kindergarten year are decisive for determining the contribution.

Exception: If your income has significantly improved or worsened, the income circumstances of the last calendar year or the last 12 months before the start of the kindergarten year can be taken into account.

In principle, the respective annual gross income less income-related expenses is taken as a basis.

- **How is the income calculated?**

The following applies to all types of income:

The sum of the positive income within the meaning of Section 2 (1) of the German Income Tax Act (EStG) is offset. Offsetting with losses from other types of income and with losses of the jointly assessed spouse is not permitted.

- For non-self-employed persons

A lump sum of € 1,000.00 in income-related expenses is currently deducted from the gross annual income, unless higher income-related expenses are proven. Further special expenses or losses are not taken into account.

- For self-employed persons

Positive income from self-employed work (e.g. trade and agriculture and forestry) is the profit. Further special expenses or losses are not taken into account.

- **In which cases do I receive the sibling discount?**

The sibling discount is granted when several children in the family are receiving fee-based care at the same time. In such cases, each of the contributing siblings receives one of the following discounts:

1st sibling: 30%

2nd sibling: 40

3rd and further siblings: 90%.

The oldest child receives the lowest discount.

Children who are exempt from contributions are not taken into account.

- **My child will be 3 years old in the current kindergarten year and is already in daycare. Do I have to pay contributions for the months up to the 3rd birthday?**

Yes, because the exemption from contributions relates solely to the age of your child and is independent of the form of care in the facility. Only when your child reaches the age of 3 does the care for your child become non-contributory. For birthdays in the current kindergarten year, this means that you will pay monthly contributions until the month in which your child turns 3. From the month of birth, the contribution is no longer due.

- **My family's income situation has changed in the current kindergarten year. Will the parental contribution be adjusted?**

If, for example, the income situation deteriorates significantly, e.g. due to loss of employment, an adjustment of the subsidy can be requested. An informal application with reasons is sufficient for this. In addition, copies of the income documents of all members of the income group must be sent along. The income documents should reflect the new income situation after the date of the change.

The parental contribution office will then check whether an adjustment can be made.

- **A sibling was born in my family. Will the contribution be adjusted?**

In the event of the birth of a sibling, a request for adjustment of the contribution may be made.

This usually results in two points in time at which an adjustment of the subsidy is examined:

- 1 . From the month of birth, the household size is increased, so this may result in an adjustment of the contribution.
- 2 . As of the receipt of parental allowance, the family's income situation changes, so that an adjustment can also be checked as of the date of receipt.

After the birth of a sibling, parents should therefore apply for an adjustment. The application should be accompanied by a copy of the birth certificate and the parental allowance notice, as well as copies of the current income statements of all other members of the income group, so that the family's new income situation can be checked correctly.

Please note: Always state the child's name, date of birth and care facility in the application.

- **Do I always have to submit new Bremen passports of my child immediately?**

Yes. Submitting current Bremen Passes ensures that the cost of lunch will be waived for your child even after the Bremen Pass expires.

In addition, if you submit a Bremen Pass, your child will be able to take part in excursions and outings at the institution within the framework of the education and participation package and will not have to pay the costs for these himself/herself.

For this reason, please always submit copies of new Bremen Passports, stating the name, date of birth and the and the name of the childcare facility.

You can find more information about the Bremen Pass here: <https://www.bremen.de/leben-in-bremen/bremen-pass>

- **I cannot meet the deadline for submitting the Bremen Pass (or the benefit notification for housing allowance/ALG II/social assistance) because I do not have it yet. What can I do?**

Please submit the Bremen passport/notification as soon as you have it (copy by mail or post).

- **I have received a reminder. Who can I contact with my questions?**

Information about the payments you have made can be obtained from the Landeshauptkasse Bremen:

Phone: 0421 361-97772

Fax: 0421 361-4909

e-Mail: buchfuehrung2.bkz100-399@lhk.bremen.de

Information about the reason for the claim can be obtained from the Parental Contribution Office:

Phone: 0421 361-10304

e-mail: tagespflege@kinder.bremen.de