

Apply for permission to care for children

If you wish to care for one or more children outside the household of the legal guardian on a regular basis and for a fee, you usually need permission to do so. You can apply for this at the responsible youth welfare office.

Competent Department

- [Die Senatorin für Kinder und Bildung
Referat 30 Qualitätsentwicklung und Aufsichtsfunktionen in der Kindertagesbetreuung
– Landesjugendamt](#)

Basic information

Children between the ages of 0 and 14 can be cared for in day care. You need a permit for day care if you want to care for a child or several children outside the household of the legal guardian during part of the day and for more than 15 hours a week for more than 3 months against payment.

The permit for child day care

- is granted by the local youth welfare office,
- is limited to 5 years,
- can be provided with additional conditions,
- authorizes you to care for up to 5 foreign children present at the same time.

Requirements

Permission will be granted if you are suitable for day care. This can be assumed if

- you distinguish yourself through your personality, professional competence and willingness to cooperate with legal guardians and other child day care providers,
- you have premises suitable for children,
- you have good knowledge of the requirements of child day care. You must have acquired this knowledge in qualified courses.

What documents do I need?

- Police clearance certificate

Entry-free extended police certificate of good conduct according to § 72a SGB VIII from all household members.

- Proof measles protection
- Health certificate

Renewed proof every 5 years, but a current to the new application.

- Proof of qualification as a child day care worker
- Proof of required continuing education

Among other things, the first aid certificate every 2 years.

- Cooperation agreement

The signed cooperation agreement between the private youth welfare agency and the person making the request.

Procedure

You can apply for a care permit at the responsible youth welfare office. Submit the following documents here:

- completed qualification as a child day care worker
- certificate of good conduct from the police
- medical certificate (on measles protection)

Afterwards, the premises suitable for children are checked by means of a joint inspection with the local youth welfare office.

Legal bases

- [§ 43 Sozialgesetzbuch - Achtes Buch \(SGB VIII\)](#)
- [Bremisches Gesetz zur Förderung von Kinder in Tageseinrichtungen und in Tagespflege \(BremKTG\)](#)
- [Richtlinien zur Förderung und Betreuung von Kindern durch Kindertagespflegepersonen im Land Bremen](#)

How long does it take to process

It is recommended to submit the application with the relevant documents approximately 8 weeks before the start of the activity or the necessary extension.

What are the costs?

There are no costs involved.