Notify change of after-school care attendance of one / more children

Here you will find information about what happens if your child's after-school care changes.

Competent Department

- [Die Senatorin für Kinder und Bildung | Elternbeitragsstelle](#)

Basic information

An after-school care fee must be paid in advance for each of your children registered for after-school care. Your income and the number of children you have will be taken into account appropriately.

If the care changes, the parental contribution office must be informed.

Requirements

The child is registered for after-school care with a parents' association, private commercial provider or in day care in Bremen.

What documents do I need?

- Note for parents' associations or private commercial providers

  The change to after-school care is made at the childcare facility.

- Note in day care

  The change in after-school care must be agreed with the day carer.

Procedure

Parents' associations or private commercial providers:

- Parents receive a new annual certificate. This must be submitted to the parental contribution office (EBS).
- The parental contribution subsidy is recalculated and the payment is adjusted. Parents will receive a new notification.

Day care:

- The day carer forwards the change to Pflegekinder in Bremen (PiB) and they inform the parental contribution office (EBS).
- The parental contribution is recalculated and the payment claim is adjusted. The parents receive a new notification.

Legal bases

- [Bremisches Gesetz zur Förderung von Kindern in Tageseinrichtungen und in Tagespflege (Bremisches Tageseinrichtungs- und Kindertagespflegegesetz - BremKTG)](#)

What deadlines must be paid attention to?

The subsidy for the parental contribution is granted from the month in which the application is received at the earliest. The subsidy is not paid retroactively.
There are no deadlines for day care.

How long does it take to process

1 to 3 weeks. The duration applies to a complete application.

What are the costs?

The application is free of charge.