



**Statute on user fees for day-care facilities  
for children of the City of Mannheim  
dated 29 June 2010, last amended by the statute dated 14 December 2015**

Based on Sect. 4 of the Municipal Code of the State of Baden-Württemberg as amended in the publication of 24 July 2000 (Law Gazette p. 581, ber. p. 698), last amended by the Act to Reform the Municipal Budgetary Law of 04 May 2009 (Law Gazette p. 185), by Sections 2, 13 and 19 of the Municipal Tax Code as amended by the publication of 17 March 2005 (Law Gazette p. 206), amended by the Act to Reform the Municipal Budgetary Law of 04 May 2009 (Law Gazette p. 185), by Sect. 6 of the Child Daycare Act as amended by the publication of 19 March 2009 (Law Gazette p. 161) and by Sect. 90 of Book VIII of the German Social Code as amended by the publication of 14 December 2006 (Federal Law Gazette I p. 3134), last amended by the Law on Support for Children Under Three Years of Age in Daycare Facilities (KiföG) of 10 December 2008 (Federal Law Gazette I p. 2403), the Municipal Council of the City of Mannheim has adopted the following statute on 14 December 2015:

### **1 Scope and entitlement**

1. This statute apply to the use of the daycare facilities for children run by the Department of Day Care Facilities for Children of the City of Mannheim. These facilities include daycare centres, kindergartens and daycare centres for schoolgoers.
2. There is no entitlement to accommodate a child in a specific day care facility for children.

### **2 User fees**

1. City of Mannheim charges user fees for the use of the facilities according to Sect. 1 (1). These fees consist of a fee for the care and a catering fee, provided the child has been registered for this service.
2. The user fees are charged in eleven monthly instalments.
3. In the kindergarten year the facilities close for 4 weeks - one week around Easter or Pentecost and 3 weeks during the summer school holidays.

During the times the facilities are closed, the city offers holiday standby services. If the child is registered for the holiday standby service during the Easter or Pentecost holidays and/or during the summer holidays, an additional pro-rated childcare and, if applicable, catering fee is charged for this period based on weeks (1/4 of the monthly childcare fee, 1/4 of the monthly catering fee for each week or part thereof) or based on days (1/12 of the monthly childcare and, if applicable, catering fee for part-time after-school daycare). The charges for the use of the holiday stand-by services are levied in August.

Registration for the holiday standby service during the Easter or Pentecost holidays must be made by 28 February of the year, for the holiday standby service during the summer holidays by 30 June of the year.

Any Registration for the holiday standby service is binding. The fees will also be payable if the service is not used.

### **3 Fee debtors**

1. The fee debtors are:
  - a. the parents of a child who have custody of the child or live with the child in one household,
  - b. other legal guardians,
  - c. non-custodial foster parents who take care of the child full time in accordance with Sect. 33 of SGB VIII (German Social Code Book VIII),
  - d. the person who registered the child to visit the childcare facility.
2. Several fee debtors are jointly and severally liable.

#### 4 Attendance fee

1. The attendance fee is paid monthly in advance, irrespective of the income of the person liable for the fee. The amount of the fee is determined by
  - the age of the child cared for
  - the type of the care provided
  - and the number of children under the age of 18 in the household.
2. The daycare fee is payable for children under the age of three, the kindergarten fee for children from the age of three until they are of compulsory school age and the fee for after-school care for school-age children.
3. The calculation of the attendance fee is based on the services provided by the chosen type of facility, whether daycare centre, kindergarten or after-school care centre, taking into account the number of children under the age of 18 who are living in the same household as the child for whom the attendance fee is levied and who has its primary place of residence there.
4. It is only possible to change to a different facility, type of facility or service offered on the first day of a month.
5. If the municipal institution is unable to provide childcare services for reasons beyond its control, the fees will not be refunded.
6. The fee debtors are obliged to be truthful and complete in providing any information necessary to determine the fee and to provide the original of any document required.  
The fee debtors are obliged to notify the respective facility management or facility attended by the child in due time of any changes that may affect the fees. Should they fail to do so, the City of Mannheim may reassess the attendance fee from the month in which the circumstances affecting the calculation of the fees changed.
7. Monthly attendance fees as of:

<b>Table of fees in € effective as of 1 January 2016</b>				
	<b>1-child HH</b>	<b>2-child HH</b>	<b>3-child HH</b>	<b>4-child HH and more</b>
<b>Basic daycare</b>				
<b>Reg. Kindergarten</b> 08:00 to 12:00 14:00 to 16:00	<b>105</b>	<b>79</b>	<b>53</b>	<b>18</b>
<b>EH Kindergarten</b> 08:00 to 14:00	<b>131</b>	<b>99</b>	<b>66</b>	<b>22</b>
<b>EH Daycare</b> 08:00 to 14:00	<b>269</b>	<b>202</b>	<b>134</b>	<b>54</b>
<b>Full daycare</b>				
<b>FD Kindergarten</b> Mon-Thu 07:30 to 17:00 Fri 07:30 to 16:00	<b>230</b>	<b>174</b>	<b>116</b>	<b>39</b>
<b>FD Daycare</b> Mon-Thu 07:30 to 17:00 Fri 07:30 to 16:00	<b>347</b>	<b>261</b>	<b>174</b>	<b>69</b>
<b>Daycare for schoolgoers</b>				
<b>SG Daycare FB 56</b> 07:30 to 17:00	<b>165</b>	<b>124</b>	<b>83</b>	<b>28</b>
<b>SG Daycare FB 56 PT</b> (12 days a month) 07:30 to 17:00	<b>132</b>	<b>99</b>	<b>66</b>	<b>22</b>

RG – regular kindergarten, EH – extended hours, FD – full day, HH – household, SG - schoolgoer, PT - part time

**Table of fees in € effective as of 1 January 2018**

	1-child HH	2-child HH	3-child HH	4-child HH and more
<b>Basic daycare</b>				
<b>Reg. Kindergarten</b> 08:00 to 12:00 14:00 to 16:00	<b>105</b>	<b>79</b>	<b>53</b>	<b>18</b>
<b>EH Kindergarten</b> 08:00 to 14:00	<b>131</b>	<b>99</b>	<b>66</b>	<b>22</b>
<b>EH Daycare</b> 08:00 to 14:00	<b>305</b>	<b>229</b>	<b>153</b>	<b>76</b>
<b>Full daycare</b>				
<b>FD Kindergarten</b> Mon-Thu 07:30 to 17:00 Fri 07:30 to 16:00	<b>230</b>	<b>174</b>	<b>116</b>	<b>39</b>
<b>FD Daycare</b> Mon-Thu 07:30 to 17:00 Fri 07:30 to 16:00	<b>364</b>	<b>273</b>	<b>182</b>	<b>91</b>
<b>Daycare for schoolgoers</b>				
<b>SG Daycare FB 56</b> 07:30 to 17:00	<b>175</b>	<b>134</b>	<b>88</b>	<b>28</b>
<b>SG Daycare FB 56 PT</b> (12 days a month) 07:30 to 17:00	<b>140</b>	<b>108</b>	<b>70</b>	<b>22</b>

RG – regular kindergarten, EH – extended hours, FD – full day, HH – household, SG - schoolgoer, PT - part time

### 5 Catering fee

1. The monthly catering fee is charged if the child was registered to receive food in the respective facility.
2. Fee payers who demonstrably receive benefits to secure their livelihood in accordance with SGB II or benefits to help with the cost of living or to provide them with a minimum income in accordance with SGB XII or for whom the daycare fee was waived in accordance with Sect. 7 (1) only need to pay the reduced catering fee, provided the child's principal place of residence is in the City of Mannheim.
3. Fee payers for whom the daycare fee was waived in accordance with Sect. 7 (1) only need to pay the reduced catering fee, provided they are not entitled to receive benefits for the education or social and economic participation in life for the child (Sections 28 SGB II, 34 SGB XII, 6b BKKG [Federal Child Benefit Act]) and provided the child's principal place of residence is in the City of Mannheim.
- 3a. Notwithstanding subsection 2, the following applies for daycare facilities for schoolgoers: Fee payers who demonstrably receive benefits to secure their livelihood in accordance with SGB II or benefits to help with the cost of living or to provide them with a minimum income in accordance with SGB XII or for whom the daycare fee was waived in accordance with Sect. 7 (1) only need to pay the reduced catering fee, provided the child's principal place of residence is in the City of Mannheim.
4. The debt for the fee arises on the agreed date of the catering. Basically the full fees for each month or part thereof will be charged. The fees become due in advance on the 1st day of each month.
5. In facilities falling under Sect. 1 (1) of this statute, the catering fee, as an exception, is charged by the week or by the day in the case of part-time daycare facilities for schoolgoers (1/4 of the monthly catering fee per week or part thereof and 1/12 of the monthly catering fee for part-time daycare facilities for schoolgoers), rounded to the nearest Euro, if
  - a) the child is not admitted to the facility at the beginning of a month, but in the course of a month.

- b) the child is absent for at least two consecutive calendar weeks and the respective daycare facility was informed of the absence in writing at least 2 weeks before.
6. If the child makes use of the catering service within the scope of the holiday standby services offered, the catering fee will be charged in accordance with Sect. 2 (3).
  7. Should the child make use of the catering service, the monthly catering fee is charged in addition to the daycare fee. The regular catering fee is € 55; the reduced catering fee according to Sect. 5 (2) is € 20.  
The catering fee for part-time daycare facilities for schoolgoers is € 33 and the reduced fee is € 12.

### **6 Accrual and due date of daycare fees**

1. The debt for the fee arises on the agreed date of admission to the facility. In principle, the full daycare fees are charged for each month or part thereof.  
If the child is admitted by the 14th day of the month, the full monthly fee will be charged; if the child is admitted on or after the 15th day of the month, half the monthly fee will be charged.
2. The fees become due in advance on the 1st day of each month.

### **7 Waiver of fees**

1. Upon request, the payment of daycare fees is waived in whole or part in accordance with Sect. 90 SGB VIII for fee payers who cannot reasonably be expected to pay the fees.
2. If there are special pedagogical or social reasons that have been confirmed by the social service of the Youth Welfare Office of the City of Mannheim, the payment of fees may be waived in whole or part.

### **8 End of the obligation to pay fees**

1. The daycare services for the child may only be cancelled at the end of the month. Notice must be given in writing at least one month in advance.
2. The following applies for children who, in the current kindergarten year, are placed in a daycare facility for schoolgoers under the purview of the department of education: if the child is admitted by the 14th day of the month, half the monthly fee will be charged; if the child is admitted on or after the 15th day of the month, the full monthly fee of the department for daycare facilities will be charged.
3. The obligation to pay fees shall remain in force until the deregistration becomes effective.

### **9 Transitional arrangement**

1. For a limited period of time, from 1 September 2010 until 31 August 2012, persons liable to pay fees who were charged and who paid daycare fees for daycare services in a municipal daycare facility under the purview of the department for daycare facilities until 1 March 2010 will be charged the same daycare fee for this child (vested rights).
2. If the child changes the type of facility (daycare centre, Kindergarten, daycare facility for schoolgoers) or service offered (regular hours, extended hours, full-day programme), the daycare fees shall be charged in accordance with the fee table set out in this statute. The vested rights under subsection 1 shall lapse.
3. If, on the basis of this statute, there is a lower daycare fee than the previous one for the visit of the child named in Sect. 9 (1) within the time limit specified therein, a fee can be charged for this child in accordance with this statute at the request of the fee debtor. This excludes a return to the previous daycare fee specified in Sect. 9 (1).

### **10 Effective date**

1. This statute comes into effect on 1 September 2010.
2. At the same time, the previous statute on user fees for daycare facilities for children of the City of Mannheim of 22 July 2008 shall cease to apply.

*Effective as of 1 September 2010 (Official Gazette No.29 of 22 July 2010),  
Amendment effective as of 1 January 2016 (Official Gazette No. 53 of 31 December 2015)*