

School year 2022/23

Information on day-care fees

DEAR PARENTS,

The Vienna Schools Department (MA 56) wants to provide you with current information on the payment of fees for day care offered at public schools.

The day-care fee is **EUR 6.40** per day in the school year 2022/23. Families with an assessment basis (net family income minus deductions) of more than EUR 3,153 per month have to pay the full day-care fee. Based on social criteria, there are also reduced day-care fees for families who have their primary residence in Vienna. If you want your child to go to day care, you have to register them **for both** day care and lunch. As a result, there are additional fees for lunch (meal fee). The school calculates the meal fees that have to be paid monthly.

DETERMINATION OF THE ASSESSMENT BASIS

The assessment basis must be determined to find out whether a family is eligible for reduced day-care fees. This is done by the service point for the assessment of reduced day-care fees in schools (*Berechnungsstelle – Ermäßigung schulische Tagesbetreuung*) of the City of Vienna's Kindergarten Department (MA 10). Application forms are available from the schools.

BERECHNUNGSSTELLE

Please submit your completed application and your income documents to the *Berechnungsstelle – Ermäßigung schulische Tagesbetreuung*, if possible in electronic form, by 1 July 2022 at the latest. This is the only way to guarantee that you can get a reduction from the Vienna Schools Department from September 2022. Processing of applications may take a few days. You will be informed about your assessment basis by post.

Contact details:

Berechnungsstelle
Ermäßigung schulische Tagesbetreuung
1160 Vienna, Wilhelminenstraße 93

Please send your documents by post or e-mail to:
bst@ma10.wien.gv.at
Phone: +43 1 277 55 55

Opening hours:

MON, TUE, THU, FRI 8.00-12.00, **WED closed**

Thursday afternoon for working parents: 15:30-17:30

How to get there by public transport:

Bus 46A and tramway lines 2 and 10
Stop "Sandleitengasse"



INCOME DOCUMENTS

Depending on your employment status, you have to provide the following income documents:

If you are employed:

- Latest income statement including overtime payment (*Lohn- und Gehaltsbestätigung*)
- If your income varies, please provide income statements of at least three months.

If you are self-employed:

- Latest income tax assessment (*Einkommenssteuerbescheid*)

The net family income includes:

Income of 1 st person in charge of child custody (e.g. mother)	Maternity benefit (<i>Wochengeld</i>)
Income of 2 nd person in charge of child custody (e.g. father)	Family allowance by the City of Vienna (<i>Wiener Familienzuschuss</i>)
Child benefit (<i>Familienbeihilfe</i>)	Sickness benefit (<i>Krankengeld</i>)
Childcare allowance (<i>Kinderbetreuungsgeld</i>)	Widow's/widower's pension and orphan's pension
Child maintenance payments / child support (including advance payments)	Allowance by the Austrian Public Employment Service (<i>AMS-Beihilfe</i>)
Maintenance payments after divorce	Income from military or alternative service
Unemployment benefit (<i>Arbeitslosengeld</i>)	Study allowance, scholarship
Means-tested basic benefit (<i>Mindestsicherung</i>)	Benefits, for example, from parents or relatives
Emergency welfare benefit (<i>Notstandshilfe</i>)	Income from rent/lease
Pension / pension advance payments	Income from capital

Please note that the following items on your income statement cannot be deducted from the net family income:

- Refund of prepayments
- Amounts paid under an attachment order
- Meal allowances
- Deductions for private pension insurance(s) and/or life insurance(s)

The following items are not considered for the determination of the assessment basis:

- Increased child benefit (*Erhöhungsbeitrag bei Familienbeihilfe*) for children with special needs
- Attendance allowances (*Pflegegeld*)
- Allowance for persons with special needs (*Behindertenbeihilfe*)
- Allowance for blind persons (*Blindenbeihilfe*)
- Supplements to the statutory accident benefits for severely disabled persons
- Extraordinary expenses for persons with special needs in accordance with Articles 34 and 35 of the Income Tax Act (*Einkommenssteuergesetz*)

Reduction for sibling(s) living in the same household:

We deduct an amount of EUR 415.23 from your net family income for each additional child who lives in the same household as the parent(s) and for who you receive child benefit (*Familienbeihilfe*).

Consideration of maintenance payments:

We deduct child maintenance (*Unterhaltszahlungen*) and cost reimbursement (*Kostensatzbeiträge*) payments made (max. EUR 415.23) from the net family income for each child who does not live in the parents' or single parent's household.

In line with the assessment basis calculated, the day-care and meal fees to be paid are as follows:

<u>Assessment basis:</u>	<u>Meal fee:</u>	<u>Day-care fee:</u>
Up to EUR 1.161,43	No fee	No fee
Up to EUR 1.452,42	Full fee	No fee
Up to EUR 2.040,69	Full fee	1/4 fee = EUR 1.60 / day
Up to EUR 2.563,46	Full fee	1/2 fee = EUR 3.20 / day
Up to EUR 3.153,00	Full fee	3/4 fee = EUR 4.80 / day
From EUR 3.153,01	Full fee	Full fee = EUR 6.40 / day

Reductions can only be considered from the day when you submit the necessary documents to the school but not in retrospect. Please inform the *Berechnungsstelle – Ermäßigung schulische Tagesbetreuung* of the City of Vienna's Kindergarten Department (MA 10) and the head teacher of your child's school immediately of any changes to your income.

If your child is absent from day care for permissible reasons (under Art. 45 (7) of the School Education Act (*Schulunterrichtsgesetz*)), you will receive a refund of the day-care fee for that period.

Please remember to pay all meal and day-care fees in time.

Billing period	Due date
September 2022	11 Nov. 2022
October 2022	1 Dec. 2022
November 2022	1 Jan. 2023
December 2022	1 Feb. 2023
January 2023	1 March 2023

Billing period	Due date
February 2023	1 April 2023
March 2023	1 May 2023
April 2023	1 June 2023
May 2023	1 July 2023
June 2023	1 Aug. 2023

Please note that considerable additional costs will arise if you do not pay the amounts billed in time and that your child may even be excluded from day care (Art. 33 (7a) of the School Education Act).

Please contact the head teacher or leisure coordinator of your school if you have any further questions.

I wish you and your children the very best for the next school year!

Yours sincerely,

(signed in manuscript)

Andrea Trattnig

Head of the Vienna Schools Department (MA 56)