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**TERMS & CONDITIONS**  
**for**  
**FREE CHILDCARE SCHEME CHILDCARE SERVICE USERS**

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1. Children whose parents are in work or in education can benefit from the Free Childcare Scheme. 'Parents in work' is defined as both parents/guardians who are in work, or single mother/father/guardian who are in work and paying social security contributions. 'Parents in education' is defined as both parents/guardians who are in education leading to a recognised diploma or degree or single mother/father/guardian who are in education. Parent/s is/are entitled to Free Childcare for all children from three months up to three years of age, at a rate which is pro-rata to the mother's (or single father) employment hours.
2. Parent/s is/are to inform the childcare service provider (ie. the childcare centre) of the number of hours and days of service one month in advance.
3. Parent/s is/are entitled to two (2) free fobs per child. These fobs will be assigned by the service provider and are to be used by the parent/s to fob in/fob out their child/children upon drop off and pick up from the childcare centre. The parents are responsible for the sole usage of the fobs, and in no circumstance are the fobs to be retained by the Childcare Centre. If additional fobs are required by the parent/s, then these may be purchased from the Childcare Centre at a charge of €0.80c per fob.
4. Parent/s is/are urged not to over-book more hours of childcare than what is necessary. In case of overtime or unforeseen circumstances, an additional allowance of 10% over the booked hours will be paid by government if utilised.
5. Parent/s can consume more hours than they are entitled to with the Free Childcare Scheme, provided that they pay the provider's rate. Providers must inform parents of the chargeable rate prior to registration.
6. Parent/s has/have to present a medical certificate when a child is sick for more than 3 days, in order to be allowed to re-attend childcare.
7. The uniform rate being paid covers staff costs and consumables including stationery. It will not cover costs that related to individual child needs, such as food, nappies and wipes. Cost of outings is not included.
8. Government will pay childcare facilities the full rate if attendance for the month is equivalent to the booked hours. If attendance is less than the booked hours, the remaining balance will be deducted from the absence entitlement.



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9. These absence days will apply pro-rata on a calendar basis and will be equivalent to 25% of the booked hours. The provision includes the allowance for absence for medical reasons. Parents are to pay childcare centres for absence days in excess of the above.
10. Service providers will not be paid nor will be able to charge for days for which parents advise at least one (1) month in advance that they will not be making use of childcare.
11. Parent/s is/are free to avail themselves of Free Childcare within the Childcare Centre of their choice (provided that the Childcare Centre enters into the Free Childcare Scheme agreement with Government).
12. Free Childcare is terminated once the child is eligible to enrol into Kindergarten 1.
13. Government will continue to pay for Free Childcare while the mother is availing herself of maternity leave. Free Childcare is not extended to parental leave.
14. Parent/s will be able to opt either for Free Childcare or the tax rebate system. More information about the tax rebate system may be accessed here [www.ird.gov.mt](http://www.ird.gov.mt)