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Maltese Childcare Language Allowance

What is the allowance?

A €10 weekly or €43.33 a month allowance for full-timers and €0.25 an hour up to a maximum of €10 a week for part-timers, to promote the use of the Maltese Language.
For this allowance, overtime does not count

The Allowance is taxable

It must be listed as a separate item on the payslips issued by the Centres to their carers / centre managers (eg Maltese Language Proficiency Allowance)

Who Is Eligible for the Allowance?

Persons who are authorised to carry out the duties of Child Carer or Centre Manager. Assistants and other staff are excluded.



GOVERNMENT OF MALTA
MINISTRY FOR EDUCATION, SPORT, YOUTH
RESEARCH AND INNOVATION
EDUCATION RESOURCES DIRECTORATE

Date: 8th June 2022

Name and Surname: [REDACTED]

ID. No. [REDACTED]

Approval of Requirements

Dear Ms [REDACTED],

Your award/s and/or qualification/s has/have been deemed to meet the minimum academic requirements established by the Directorate for Education Services (DES) as Child Carer.

This Approval of Requirements is solely based on minimum academic requirements for the specific position mentioned above. This is according to Standard 1 and Appendix Standard 1 of the official document "National Standards for Child Day Care Facilities" issued in July 2006.

This Approval of Requirements is valid for up to a maximum of five years from date of issue. However, the Education Resources Department within the DES may cancel the validity of this document as deemed necessary.

Awards and/or qualifications Submitted ¹	MQF level	Date Conferred	Issuing Body
Award in Childcare Work	4	2021	Jobsplus

Approval of Requirements Section
Education Resources Department (ERD)
Within the Directorate for Educational Services (DES)

¹ Original documents of the award/s and / or qualification/s submitted for accreditation will have to be presented to the prospective employer, during the interview, for the purpose of authenticity.



They must also meet one of the following criteria:

- Maltese nationals holding a School Leaving Certificate or an Ordinary Level pass in Maltese; or
- Maltese Nationals with an MQF Level 4 or Level 5 qualification in childcare who do not hold a School-Leaving Certificate or Maltese O Level Certificate. In such cases, the childcare centre must identify these individuals and declare that they are fluent in Maltese; or
- Persons holding a certificate in Maltese equivalent to, or higher than, MQF Level 2.

Reimbursement Process :

Centres pay the employees first and then claim a refund from Jobsplus using one of the two official forms.

Forms may be downloaded from the [Jobsplus Website](#).

The Centre needs to select the most suitable form:

the **Carer Form** if submitting a claim for one or a few carers.

the **Centre Form** if submitting a claim for multiple carers.

Complete the form with all required details.

Review the form for correctness and sign it.

The forms needs to be signed by either both the LRP and the employee or a warranted accountant

Completed form must be sent to carerallowance.jobsplus@gov.mt

Claims must be submitted by the set deadlines. Reimbursement will then be made according to the payment schedule below

Late applications will be processed in the subsequent quarter. However, claims will not be accepted if they are delayed beyond that following quarter.

As an Example: if the application for reimbursement should have reached Jobsplus by the 15th October (Covering Jul-Sep), in this case, a late application will only be accepted for processing if received by 15th January - the following pay period (covering Oct - Dec).

Claim period	Submission deadline	Payment period
January to May 2026	15 June 2026	July 2026
June 2026	15 July 2026	August 2026
July to September 2026	15 October 2026	November 2026
October to December 2026	15 January 2027	February 2027
January to March 2027	15 April 2027	May 2027
April to June 2027	15 July 2027	August 2027
July to September 2027	15 October 2027	November 2027
October to December 2027	15 January 2028	February 2028

Frequently asked questions

What qualifications do Maltese nationals need?

Maltese nationals need either a school-leaving certificate, an O-level in Maltese, or at least an MQF level 2 in Maltese.

Maltese nationals with their ID card ending with letters G, H, L, M, P¹ with MQF level 4 or 5, who cannot produce these but are fluent, the Centre's legal representative (LRP) can sign a declaration that they speak Maltese (at least MQF level A2) to be kept on file. At the moment the declaration does not need to be submitted to Jobsplus but kept in file at the Centre.

What if a foreign employee speaks Maltese but has no certificate?

Currently, foreigners (ID card ending in A) must hold an accredited MQF level 2 certificate.

Jobsplus, together with the University of Malta, is developing a proficiency test that will be available in the coming months for those without formal qualifications (level 2).

In the meantime, any foreigner who obtains an MQF level 2 certificate in Maltese would become eligible for the allowance effective from the date of certification.

¹ [HTTPS://IDENTITA.GOV.MT/IDENTITY-CARDS-UNIT/USEFUL-INFO/](https://identita.gov.mt/identity-cards-unit/useful-info/)

Are employees on maternity leave or paid sick leave eligible?

Yes. Employees on maternity leave receive the allowance as they would any other standard allowance.

Are employees on unpaid leave eligible?

No, employees on unpaid leave are not eligible.

Should the Centres send the employees' certificates to Jobsplus?

No. Until further notice, copies of certificates or declarations must be kept in the employee's file at the Centre

If they are Full-time at Centre A and Part-time at Centre B, who is responsible for paying the allowance?

Only the full-time Centre (Centre A) pays the allowance

If there is a part-time carer working with Centre A and also works part-time at Centre B, who is responsible for paying the allowance?

The total allowance across both jobs cannot exceed €10 per week. In such cases, both Centres are to pay their carer based on the hours worked, marking on the claim form that the carer works with another Centre.

Jobsplus will be verifying from their end that the total allowance paid does not exceed the €10.00 per week. In case of doubt, it is recommended to contact Jobsplus directly for these rare cases.

How do I handle an employee who moved to a different childcare Centre?

The current employer is responsible for paying the allowance (including any arrears) and claiming the reimbursement from Jobsplus.



How do I handle an employee who moved to a different sector (e.g now works as an LSE)?

If the employee has left the childcare sector entirely, they should contact Jobsplus directly for their allowance. The Centre does not need to reopen payroll

Are electronic signatures acceptable?

Yes, but only if they are certified electronic signatures (verifiable). Simply typing a name is not sufficient.



Questions?