

**Learner Guide:**  
**Foundations to Childcare Assistance**

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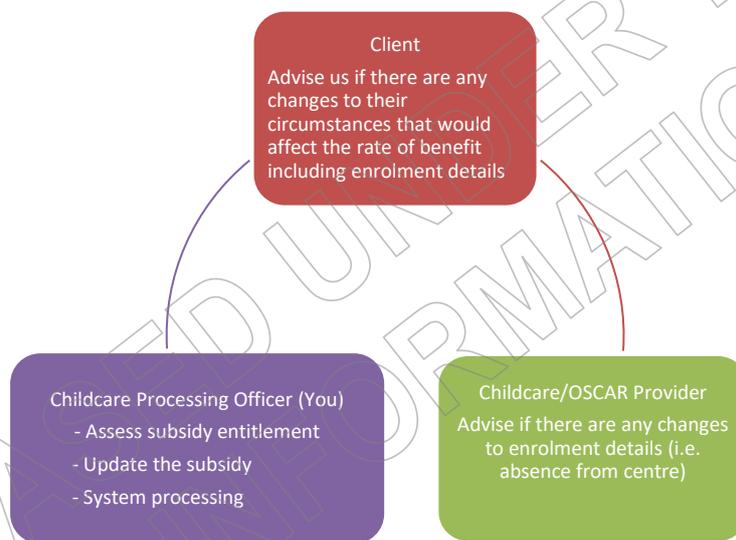
## Childcare Assistance Programme

The objectives of the childcare assistance programme are to assist:

- Low to medium income families with their childcare needs for pre-school children
- Low to medium income families with school aged children to access approved out of school care and school holiday programmes (OSCAR)

**A client cannot receive both subsidies for the same child**

## Roles and Responsibilities



## Client obligation

### Section 113 of the Social Security Act 2018

#### Beneficiary must notify change of circumstances

(1) A beneficiary must without delay notify MSD of a change in the beneficiary's circumstances if—

- (a) the change affects the beneficiary's entitlement to receive a benefit; or
- (b) the change affects the rate of a benefit the beneficiary receives.

#### Provider

The Childcare Assistance is paid directly to the Childcare/OSCAR Provider the child attends. Therefore, they have a duty to tell us about the child's enrolment details.

#### Providers advise of changes such as:

- Fee changes/charges
- Childs enrolled hours
- Child receiving ECE
- Start, end or change dates
- Absences

A supervisor or administrator of the childcare centre is required to fill in the centre verification section of the Childcare Assistance forms.

#### We can pay Childcare Assistance to:

- Childcare Provider who is licenced by the Ministry of Education
- An OSCAR provider who has been approved by the Ministry of Social Development

#### We are unable to pay Childcare Assistance to:

- A centre that is not licensed or chartered.
- An informal arrangement with a friend, neighbour or family member. Only if those family members are working for a home based provider that has been approved by Ministry of Education. TKR, Kindergarten's, Play Centres, Home Based Providers.

#### Notes about payments:

Subsidy is paid out weekly therefore the number of hours attended by the child must be calculated on a weekly basis.

Payment must not be more than the fee the Provider charges and for no more than 50 hours a week for Childcare Subsidy and OSCAR Holiday, and no more than 20 hours for OSCAR before and after school care.

#### Who is responsible for the subsidy?

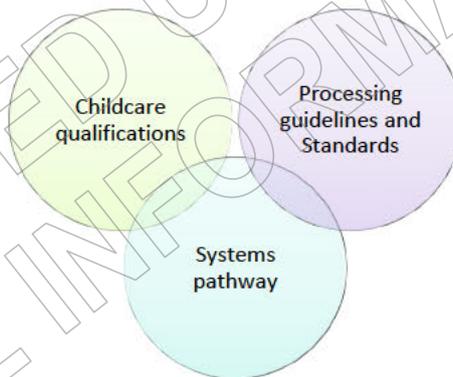
While we pay the subsidy to the provider, the **client** has applied for it therefore the responsibility lies with the **client** to inform us of any changes that may affect their entitlement.

## We do not process Childcare Assistance for:

- **A staff member**  
This action is to be referred to the 'Staff Assistance Unit'
- **Clients receiving Student Allowance**  
This action is to be referred to Studylink
- **Guaranteed Childcare Assistance Payment**  
Any payments regarding Guaranteed Childcare Assistance payments are to be referred to Youth Services via "YSSU Ready for processing" queue and/or via email to s9(2)(a) OIA (Operations Analyst).
- **Early Learning Payment (ELP)**  
Any payments regarding ELP are to be referred to the ELP team via email s9(2)(a) OIA and queued to Central Processing Unit via CMS.
- **Flexible Funding Assistance**  
Any payments regarding FFA are to be referred to the site via email.

## Decision Making

Decision making is looking at all relevant information we need to complete our assessment. Having a good understanding of the qualifications, guidelines/standards and systems pathway can make the difference in knowing what needs to happen or what we need to receive for a decision to be made.



## Decision making support

In some cases, you may require further support. In the first instance, if your question is regarding processes, please self-resource using MAP and your hand outs.

**Map**  
..... The Guide to Social Development Policy

You also have your onsite trainers who can assist with your question particularly with systems pathway. If they are unavailable then see your work buddy.

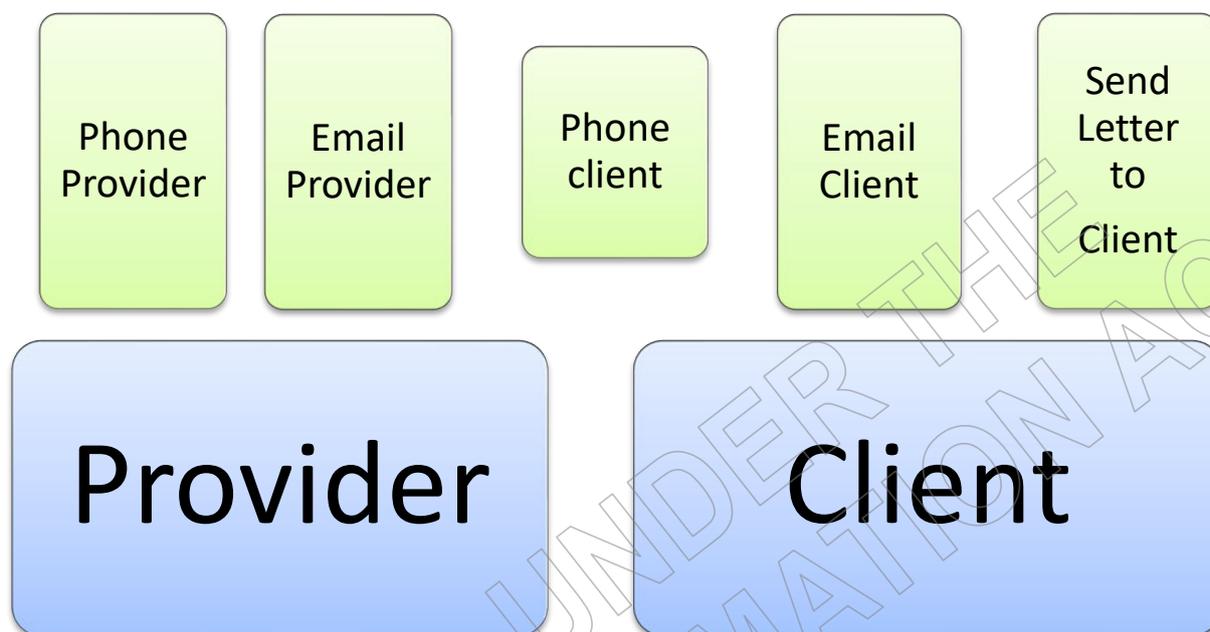
If you are still unclear on the correct process then please contact 46401

## Helpline

Helpline promote continual improvements in service quality by providing expert and supportive advice on the Ministry's processes, policies, systems, legislation and business practices.

## Clarification

When clarification is required, you may contact the provider and/or client to clarify information. In some circumstances you may require this clarification in writing and request a new form to be completed or a letter advising us of the missing information.



## Childcare Assistance qualifications

Map: [Qualifications](#)

### Principal Caregiver

Map: [Principal Caregiver definition](#)

The principal caregiver is the person who has the permanent primary responsibility for the day to day care of the child. It does not include proprietors or employees of any childcare home or institution.

### Dependent Child

MAP: [Dependent Child definition](#)

A dependent child is a child who is:

- primarily the responsibility of the person
- maintained as a member of that family
- financially dependent on that person
- not receiving payments under the [Oranga Tamariki Act 1989](#) and
- Not a child for whom a Young Parent Payment is being paid (except in relation to that child's parent or step-parent). That is, a young person receiving Young Parent Payment (and their child) cannot also be included in another main benefit as neither of them are considered a dependent child.

Children in the custody of the [Chief Executive of Oranga Tamariki](#) but who have been returned to the care of a parent can be considered dependent children. In some situations a child may not be living at home but is still considered to be a dependent child.

## Shared Care

Map: [Shared care](#)

Shared care/custody only applies when the parents or caregivers of a child are living apart, the child lives at least 40% of the time with each parent and both parents apply for a Childcare Subsidy for that child.

Only one parent/caregiver (defined as the principal caregiver) is entitled to receive the subsidy. It cannot be paid to two parents/caregivers. The parent/caregiver applying must meet the qualifications.

While this process is now in place, prior to November 2016 both parents were being paid childcare assistance while in a shared custody arrangement. For this reason, we have a 'current' shared care process and a 'grand parented' shared care process for clients whom were paid childcare assistance prior to November 2016.

If however the childcare subsidy cancelled and the client is required to complete a full childcare application form for the child, 'grand parented' rules will no longer apply and the 'current' shared care process would need to be followed.

## Residency

Map: [Permanent residence](#)

Generally, migrants need to have permanent residence or New Zealand citizenship to receive benefit assistance. Permanent residence is granted by Immigration New Zealand. Citizenship is granted by the Department of Internal Affairs.

In order to receive Childcare Subsidy, a client must normally:

- Have a residence class visa under the Immigration Act 2009 (which can either be a resident visa or a permanent resident visa) or
- Have a residence permit under Immigration Act 1987 or
- Be deemed to hold a residence class visa in New Zealand under the Immigration Act 2009 (e.g. Australian citizens or residents) or
- Be a British national who arrived in New Zealand prior to 2 April 1974 or
- Be a New Zealand citizen

## Ordinarily Resident

Map: [Ordinarily Resident](#)

Ordinarily resident means someone who is normally and lawfully in New Zealand and intends to stay here, that is, they consider New Zealand to be their home.

Whether a person is ordinarily resident is a question of fact and degree and their intentions during any period of absence is the most important factor.

Where it is not clear if a client is ordinarily resident, consider the following:

- (a) The client's intentions toward New Zealand (that is, the reasons for their absence from New Zealand and the reasons for their return). Are they going overseas for a holiday or are they intending to live overseas permanently (sighting return air tickets is a good indication)?
- (b) The length of time they spend in New Zealand on a continual basis
- (c) Property ownership (as this tends to suggest permanent ties with a place), including other asset ownership (for example boats, cars or caravans)
- (d) Where are their cash assets held?
- (e) Is their income earned in New Zealand or overseas, and do they pay New Zealand taxes?
- (f) Do they still vote (or are they eligible to vote) in the New Zealand election?
- (g) Their commitment to New Zealand (for example their involvement in the community, community events, clubs and other groups)?

**Note** a person cannot be ordinarily resident in two places at the same time.

You must consider all the factors of each individual case.

You may need to ask more questions (or for clarification of information you have) to get all the relevant information and then you must weigh up all the facts and make a decision.

The client should be given the benefit of the doubt in situations where their ordinary residence isn't clear.

### **Client eligibility overview for Childcare Assistance**

<b>Childcare Subsidy for under 5 years (CCS)</b>	<b>OSCAR (children over 5 years)</b>
<ul style="list-style-type: none"> <li>• Children aged 0-5 years or 6 years if the child is in receipt of a Child Disability Allowance.</li> <li>• Paid for 9 hours per week if the parent(s) are not involved in an activity.</li> <li>• Paid for up to 50 hours per week if the parent(s) meet additional criteria.</li> <li>• 20 Hours ECE for children from 3 years old. This is paid for up to 6 hours per day and a total of 20 hours per week by the Ministry of Education.</li> </ul>	<ul style="list-style-type: none"> <li>• Children aged 5-13 years (inclusive) or 18 years for a CDA child</li> <li>• Childcare assistance is paid for a maximum of 20 hours during school terms and a maximum of 50 hours during holidays</li> <li>• Parent(s) / Caregiver(s) must be involved in an activity</li> </ul>

## **Entitlement/Activity hours**

Map: [Fifty hours a week subsidy](#)

The number of hours a client may be entitled to receive is based on the time a client and/or partner spends in an approved activity. In some instances a partner may have a good and sufficient reasons to receive childcare assistance as outlined in legislation under the Social Security Act 2018.

We can only subsidise up to a total of 50 hours for childcare subsidy and up to a total of 20 hours during the school term for OSCAR and up to 50 hours during the school holidays.

### **Travel time**

Map: [Assessing travel time](#)

Travel time can be included in the assessment of Childcare Subsidy.

The clients travel time is calculated from the time the child is dropped off/picked up at the centre and the time the client arrives/departs work, study or training.

**Note** the hours of travel included in the assessment of Childcare Subsidy must not be more than the maximum of hours the client qualifies for.

### **Partner activity**

Map: [Partner activity](#)

When a client is in a relationship, their partner's activity will need to be assessed as well.

We assume that when a client is in a relationship with someone, their partner shares the responsibility for the children.

Couples with CDA children do not need to meet the activity qualifications but must still meet the income test.

**The lesser activity of the primary and partner would be the maximum subsidy entitlement.**

### **Part hours**

Map: [Rounding of hours](#)

The activity can be rounded up to the next whole hour after the activity and travel have been added together. For example: if a client works 30 hours and travel is 30 minutes, we would approve 31 hours.

## Employment

Map: [Paid employment](#)

Childcare Subsidy for under 5 years (CCS)	OSCAR (children over 5 years)
<p>CCS may be paid up to 50 hours a week if the qualifications are met and the caregiver is</p> <ul style="list-style-type: none"><li>• in paid employment (full-time, part-time, temporary and casual)</li></ul> <p><b>and</b></p> <p>Does not have a partner who can provide childcare or there is good and sufficient reason why the partner is unable to provide childcare.</p>	<p>Oscar can only be paid a maximum of 20 hours a week (outside of school hours) during the school term or 50 hours a week throughout the school holidays if the qualifications are met and the caregiver is</p> <ul style="list-style-type: none"><li>• In paid employment (full-time, part-time, temporary and casual)</li></ul> <p><b>and</b></p> <p>Does not have a partner who can provide childcare or there is good and sufficient reason why the partner is unable to provide childcare.</p>
<p><b>Note:</b> Paid employment includes sick or annual leave. <b>It does not cover periods of parental leave.</b> If the client's employment is during the night the subsidy will be paid for the time that the client needs to sleep during the day.</p> <p><b>Variable work hours</b></p> <p>The number of hours we will subsidise is a combination of the time a client spends in their approved activity (including lunch breaks) and travel time it takes to drop their child off at the child care provider and pick them up again afterwards (travel time).</p>	

## Study/Training

Map: [In training](#)

Childcare Subsidy for under 5 years (CCS)	OSCAR (children over 5 years)
<p>CCS may be paid up to 50 hours a week if the qualifications are met and the caregiver is</p> <ul style="list-style-type: none"><li>• Participating in an employment-related training course offered by a course-provider accredited by the NZQA (New Zealand Qualification Authority) or</li><li>• A course of study at a Secondary school or a tertiary education institution or</li><li>• Attending an approved rehabilitation programme</li></ul> <p><b>and</b></p> <p>Does not have a partner who can provide childcare or there is good and sufficient reason why the partner is unable to provide childcare.</p>	<p>Oscar can only be paid a maximum of 20 hours a week (outside of school hours) during the school term or 50 hours a week throughout the school holidays if the qualifications are met and the caregiver is</p> <ul style="list-style-type: none"><li>• Participating in an employment-related training course offered by a course-provider accredited by the NZQA (New Zealand Qualification Authority) or</li><li>• A course of study at a Secondary school or a tertiary education institution</li></ul> <p><b>and</b></p> <p>Does not have a partner who can provide childcare or there is good and sufficient reason why the partner is unable to provide childcare.</p>
Subsidy should be reviewed when study/training ends.	

## Work obligations for Work tested benefits

Map: [Fifty hours a week subsidy](#)

Clients in receipt of work-tested benefits may be required to attend training/activities to meet their work obligations.

Childcare Subsidy for under 5 years (CCS)	OSCAR (children over 5 years)
<p>CCS may be paid up to 50 hours a week if the qualifications are met and the caregiver is</p> <ul style="list-style-type: none"> <li>• Participating in an activity to improve work readiness or</li> <li>• Attending an approved rehabilitation programme</li> </ul> <p><b>and</b></p> <p>Does not have a partner who can provide childcare or there is good and sufficient reason why the partner is unable to provide childcare.</p>	<p>Oscar can only be paid a maximum of 20 hours a week (outside of school hours) during the school term or 50 hours a week throughout the school holidays if the qualifications are met and the caregiver is</p> <ul style="list-style-type: none"> <li>• Any employment related training (for a client with work obligations) or</li> <li>• An activity included in an existing Job Seeker Agreement or</li> </ul> <p><b>and</b></p> <p>Does not have a partner who can provide childcare or there is good and sufficient reason why the partner is unable to provide childcare.</p>

## **Child Disability Allowance (CDA) Child**

Map: [Child Disability Allowance](#)

Child Disability Allowance is a non-taxable allowance that is available to the principal caregiver of a dependent child who has a serious disability.

It is paid because of the extra care that may be needed by a child who has a physical, sensory, psychiatric or intellectual disability.

<b>Childcare Subsidy for under 5 years (CCS)</b>	<b>OSCAR Subsidy (children over 5 years)</b>
<p>CDA children can receive the CCS subsidy until they are six years of age. The CCS subsidy may be paid for up to 50 hours a week if the qualifications are met (except the requirement that the child is under five years old) and</p> <ul style="list-style-type: none"> <li>• The child is under six years old <b>and</b></li> <li>• The child is one of whom the CDA Allowance is paid.</li> </ul> <p>The subsidy will cease either when:</p> <ul style="list-style-type: none"> <li>• The child turns six or</li> <li>• when they start school,</li> </ul> <p><b>Whichever date is earlier.</b></p> <p><b>Child turns 5 years old</b> When a child for whom Child Disability Allowance is paid turns 5 years old, they can either receive a Childcare Subsidy or OSCAR subsidy but cannot receive both.</p>	<p>Children who receive a Child Disability Allowance are eligible for the OSCAR Subsidy.</p> <p>OSCAR may be paid for up to 20 hours a week in term time or 50 hours a week in the school holidays if the qualifications are met (but not the additional qualifications) and</p> <ul style="list-style-type: none"> <li>• The child is one for whom CDA Allowance is paid</li> </ul> <p>The subsidy will cease when:</p> <ul style="list-style-type: none"> <li>• the sibling can no longer receive CDA Allowance or</li> <li>• the child turns 18 years or age or</li> <li>• the qualification are no longer met</li> </ul> <p><b>Whichever date is earlier.</b></p>

### **CDA siblings**

Map: [Child's principal caregiver also cares for a child receiving Child Disability Allowance](#)

Siblings of children receiving a child disability allowance can receive the maximum number of subsidised hours **however** unlike the CDA child, siblings can only receive subsidy so long as they are within the qualifying age range for receiving childcare or OSCAR subsidy.

## **Siblings of a child in hospital:**

Map: [Child's principal caregiver also cares for a child in hospital](#)

<b>Childcare Subsidy for under 5 years (CCS)</b>	<b>OSCAR Subsidy (children over 5 years)</b>
<p>Childcare Subsidy may be paid for up to 50 hours a week for siblings of an eligible child who:</p> <ul style="list-style-type: none"><li>• the qualifications are met (but not the additional qualifications) <b>and</b></li><li>• a dependent child has siblings (or other dependent children) who have been admitted to hospital</li></ul>	<p>OSCAR Subsidy may be paid for up to 20 hours a week during term time and 50 hours a week during the school holidays where:</p> <ul style="list-style-type: none"><li>• the qualifications are met (but not the additional qualifications) <b>and</b></li><li>• a dependent child has siblings (or other dependent children) who have been admitted to hospital</li></ul>
<p>Childcare Assistance may be granted in respect of other children in such families, regardless of how many hours the caregiver spends visiting the hospital.</p> <p>The subsidy will cease when:</p> <ul style="list-style-type: none"><li>• the hospitalised child is discharged <b>or</b></li><li>• the dependent child is over the qualifying age to receive childcare assistance <b>or</b></li><li>• the qualifications are no longer met</li></ul> <p><b>Whichever date is earlier.</b></p>	

## **Rehabilitation**

<b>Childcare Subsidy for under 5 years (CCS)</b>	<b>OSCAR Subsidy (children over 5 years)</b>
<p>Childcare Subsidy may be paid for up to 50 hours a week for siblings of an eligible child who:</p> <ul style="list-style-type: none"><li>• the qualifications are met (but not the additional qualifications) <b>and</b></li><li>• the client is attending an approved rehabilitation programme</li></ul>	<p>OSCAR Subsidy may be paid for up to 20 hours a week during term time and 50 hours a week during the school holidays where:</p> <ul style="list-style-type: none"><li>• the qualifications are met (but not the additional qualifications) <b>and</b></li><li>• the client is attending rehabilitation as activity included in a current Job Seeker agreement</li></ul>

## **Seriously disabled or ill caregivers**

Map: [Seriously disabled or ill caregivers](#)

- Childcare Subsidy for under 5 years (CCS)
- OSCAR subsidy (children over 5 years)

Childcare Assistance hours may be payable:

- up to the hours advised by a registered General Practitioner or
- the maximum allowable Childcare Assistance hours

If the caregiver of a dependent child:

- has an illness or disability which results in a reduction of their independent function **and**
- that the illness or disability is expected to continue for at least 6 months **and**
- that the illness or disability is so serious as to warrant additional childcare **and**

The principal caregiver does not have a partner or there is a good and sufficient reason why the partner cannot provide childcare (i.e. in employment, training or has another good reason)

The Childcare Assistance will cease or be reviewed when:

- period advised by the General practitioner has ended **or**
- caregiver no longer requires childcare for their child **or**
- the qualifications are no longer met

**Whichever date is earlier.** The client does not need to have been receiving Childcare Assistance prior to becoming seriously ill or disabled.

### **Temporary illness**

Map: [Temporary illness](#)

- Childcare Subsidy for under 5 years (CCS)
- OSCAR Subsidy (children over 5 years)

Childcare Assistance may be paid for up to the allowable maximum for Childcare assistance if the qualifications are met and the caregiver:

- client was in receipt of Childcare assistance prior to becoming ill **and**
- is in paid employment **and**
- is unable to attend their employment due to sickness or injury **and**
- has a child who has been attending an approved childcare centre **and**
- does not have a partner who can provide childcare or there is a good and sufficient reason why the partner is unable to provide childcare

This type of subsidy may only be paid for a maximum of 12 weeks.

**Payment can continue when client returns to work if they were getting it before they became ill.**

If the caregiver is unable to participate in employment or training due to an injury, ACC or another work place insurer may pay for childcare. If this is the case then the subsidy is not payable.

## Income

Map: [Income](#)

Income is defined as any money received (before income tax) which is not a one-off capital payment.

## Chargeable income

Map: [Chargeable income](#)

Chargeable income is any income or earnings (before tax) received by the client including:

- the amount of any benefit (including Accommodation Supplement, Disability Allowance, Temporary Additional Support and Special Benefit) received by the client and their partner (if they have one)
- any earnings from wages or salary
- the amount of any Child Support received by the client under the Child Support Act 1991 **and**
- any income received directly from any liable parent

**You will find detailed information about income in MAP under Core Policy.**

## Non-chargeable income

Map: [Chargeable income](#)

Income does not include:

- Away from Home Allowance
- Child Disability Allowance (from 1 June 2000)
- Orphans Benefit or Unsupported Childs Benefit
- other Childcare subsidies
- Participation Allowance
- Special Transfer Allowance **or**
- [Working for Families Tax Credits](#) from Inland Revenue
- Income from [Sleepover wages settlement payments](#)

## Income from licensed home-based educators

Client's employed as carers through licensed homebased education and care services such as PORSE and Barnados have a portion of the payment received to be disregarded as income under the Education (Early Childhood Services) Regulations 2008. \$3.63 (as at April 2020) is to be disregarded as income from the hourly rate charged for each child to allow for expenses. These children should not be the client's dependent child/ren.

For example: A client employed by a licensed homebased education service has 2 children in her care.

Child 1 is in the client's care 60 hours per week at a charge of \$6 per hour.

Child 2 is in the client's care 50 hours per week at a charge of \$6 per hour.

Total hours= 110

\$6 hourly charge - \$3.63 allowable= \$2.37 chargeable hourly rate

\$2.37 x 110 hours = \$260.70

We have a calculator to help complete assessments.

### **Child support payments**

Map: [Child support payments](#)

Child support is financial support paid by parents who either don't live with their children, or who share care of their children with another person.

Verification of these payments is usually a letter from IRD stating the client's monthly entitlement.

If it is a private arrangement, we must receive a signed letter from the other parent stating the amount and frequency or bank statements showing the payment and frequency.

### **Board Payments from Oranga Tamariki**

Some clients will receive board payments for children in their care from Oranga Tamariki or via a 3rd party such as Barnardos or IHC.

These payments are not treated as income when assessing benefits including Childcare Assistance (CCA). However, a caregiver cannot apply for CCA for the child they receive board payments for because they do not meet the criteria of a dependent child.

## Assessing Subsidy Rate

### Rate of Payment

Map: [Childcare Subsidy rates \(as at 1 April 2022\)](#)

Childcare is income tested therefore the client and partner (if any) must earn below an income cut-off point to be able to receive a Childcare Subsidy.

The rate of payment of Childcare Subsidy depends on the number of dependent children and the total gross income of a family.

Childcare Subsidy and OSCAR subsidy rates at 1 April 2022

Number of children	Gross income per week				
	Less than \$838.00	\$838.00 to \$1,256.99	\$1,257.00 to \$1,360.99	\$1,361.00 to \$1,465.99	\$1,466.00 or more
1 child	Less than \$838.00	\$838.00 to \$1,256.99	\$1,257.00 to \$1,360.99	\$1,361.00 to \$1,465.99	\$1,466.00 or more
2 children	Less than \$963.00	\$963.00 to \$1,444.99	\$1,445.00 to \$1,559.99	\$1,560.00 to \$1,674.99	\$1,675.00 or more
3+ children	Less than \$1,079.00	\$1,079.00 to \$1,612.99	\$1,613.00 to \$1,748.99	\$1,749.00 to 1,884.99	\$1,885.00 or more
Rate that applies – see the chart below	Rate 0	Rate 1	Rate 2	Rate 3	Nil

Assistance type	Rate 0	Rate 1	Rate 2	Rate 3
Childcare Subsidy hourly rate, non-taxable	\$5.69	\$4.53	\$3.17	\$1.77
Childcare Subsidy up to 50 hours per week, maximum, non-taxable	\$284.50	\$226.50	\$158.50	\$88.50
OSCAR Subsidy hourly rate, non-taxable	\$5.69	\$4.53	\$3.17	\$1.77
OSCAR Subsidy during term time up to 20 hours per week, maximum, non-taxable	\$113.80	\$90.60	\$63.40	\$35.40
OSCAR Subsidy during holidays up to 50 hours per week, maximum, non-taxable	\$284.50	\$226.50	\$158.50	\$88.50

### Childcare centre Fees:

Map: [Fees](#)

As childcare centre fees vary but, in all scenarios, we need to assess they hourly rate the childcare centre charges as we need to determine the correct rate of entitlement; the allowable childcare assistance rate or the rate charged by the childcare centre. Whichever amount is lesser.

### Rate of entitlement

Some childcare centres charge a flat fee and other centres charge an hourly rate.

In either situation, we need to calculate the hourly fee.

To get an hourly rate the weekly fee must be divided by the number of enrolled hours.

Weekly fee: \$100.00

Number of hours per week: 19

Hourly rate calculation:

\$100.00 / 19 hours

Hourly centre rate: \$5.26

Depending on the hourly rate charged by the provider and the allowable rate of entitlement, we would assess the entitlement on the lesser of the two figures.

## **Before or after ECE**

When a child is receiving ECE hours, it is important to know the fee the provider has advised is before or after ECE as it may affect the rate we assess the provider charges

Example: The client is entitled to receive 45 hours (the maximum allowable rate they may receive is \$4.16. The child is enrolled for 50-20 ECE at a fee of \$123 per week.

Before ECE assessment: Hourly fee would be \$2.46

After ECE assessment: Hourly fee would be \$4.10

## **OSCAR subsidy: Overnight camps**

Map: [OSCAR Subsidy and overnight camps](#)

During the school holidays parents may choose to enrol their children in overnight camps.

Rate of OSCAR subsidy is:

- The maximum allowable rate client is entitled to receive **or**
- the camp fee charged

**Whichever amount is lesser.**

### *Example A - Full payment*

The child is enrolled in a holiday camp which costs \$200 for the full week. The child's parent works 50 hours per week and is entitled to a subsidy of \$5.69 per hour (maximum weekly payment for 50 hours is \$284.50).

Payment in this case is \$200 as the camp fee is the lesser amount.

### *Example B - Full payment*

The child is enrolled in a holiday camp which costs \$150 for the full week. The child's parent works 50 hours per week and is entitled to a subsidy of \$4.53 per hour (maximum weekly payment for 50 hours \$226.50).

Payment in this case is \$150 as the camp fee is the lesser amount.

**In some circumstances, the entitlement would be less than the fee charged for the School camp**

### *Example A - Part payment*

The child is enrolled in a holiday camp which costs \$200 for the full week and the child will be attending for the week. The child's parent works 35 hours per week and is entitled to a subsidy of \$5.22 per hour as at 1 April 2019 (maximum weekly payment for 35 hours is \$182.70).

Payment in this case is \$182.70 as at 1 April 2019. The parent would need to make up the difference of \$17.30 to pay for the camp in full.

### Example B - Part payment

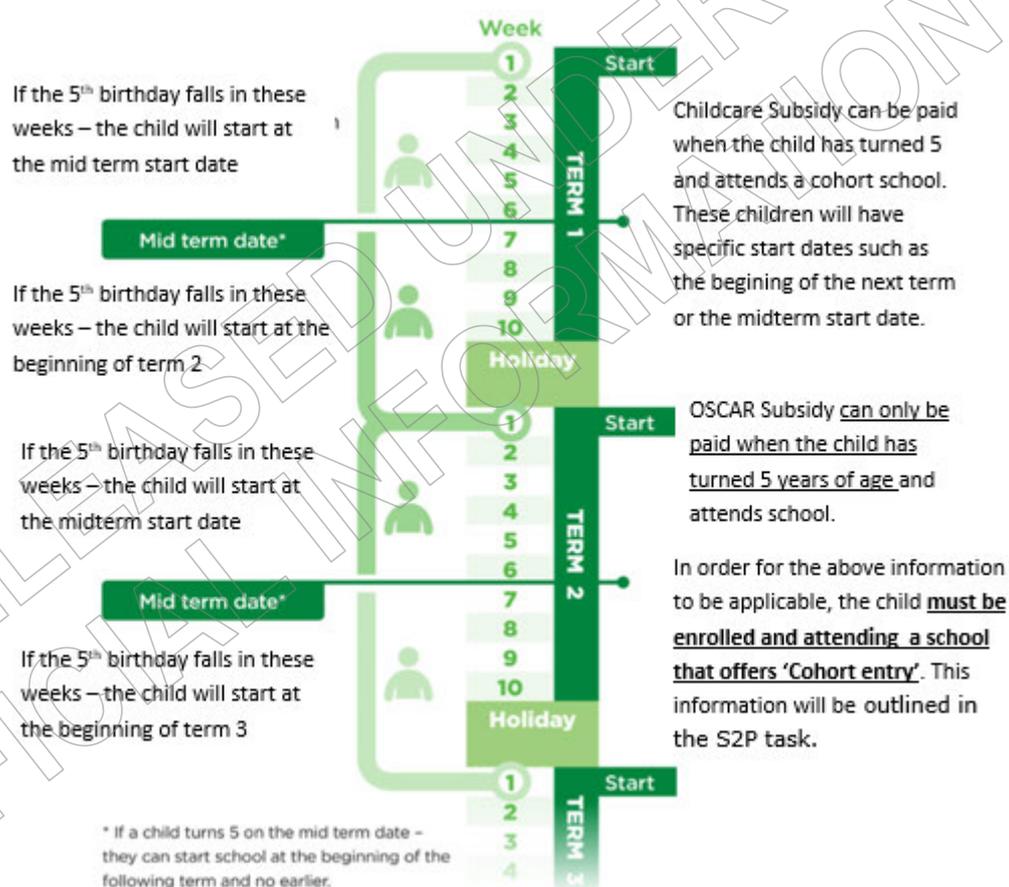
The child is enrolled in a holiday camp which costs \$200 for the full week. The child's parent works 20 hours per week and is entitled to a subsidy of \$5.31 per hour as at 1 April 2020. (maximum weekly payment for 20 hours is \$106.20). The child attends camp for 2 days only but the camp charges for the whole week. The subsidy paid is \$106.20. (20 hours subsidy).

The parent still needs to pay the additional \$93.80 as at 1 April 2020.

## Cohort Entry

Map: [Cohort entry](#)

Cohort entry is when new entrants aged 5 years start school in groups throughout the year. When in the term the child/ren turns 5 determines if they commence school at the start of the next term or the midterm start date.



This link is where we can identify schools that offer cohort entry

<https://www.educationcounts.govt.nz/find-school>

## Four week extension

Map: [Four week extension](#)

We can continue to pay a Childcare Subsidy for up to 4 weeks after the child turns 5 years old, if they are not attending school and meet the approved criteria.

Clients must apply for this extension.

Childcare Subsidy is paid up until the Monday following a child's fifth birthday.

## 1 year week extension

A child in receipt of CDA can continue to receive a Childcare Subsidy until they turn 6 years old, if they are not attending school and meet the approved criteria.

Clients must apply for this extension.

## Childcare Subsidy (CCS)

### Qualifications for CCS (under 5 years old)

Map: [Qualifications](#)

A client may be able to receive assistance for subsidised childcare of up to **9 hours** a week if:

- they are the principal caregiver of a dependent child
- they meet an income test
- the child is under 5 years old **or**
  - under 6 years old and is eligible for Child Disability Allowance **or**
  - aged 5 years old and whose parent intends to enrol them at a school with a cohort entry policy, but that child is not yet able to enrol (start) (Childcare Subsidy is payable until the term start date of the next term)
- the child attends an approved early childhood education programme or service
- the child attends for at least 3 hours per week
- they are NZ Citizen or permanent resident (i.e. not be in NZ unlawfully, here on temporary entry class visa or a temporary permit **and**
- Generally be ordinarily resident in NZ.



Childcare can be paid out for a minimum of 3 hours a week and a maximum of 50 hours a week. For example: if a child attends for 55 hours per week, the most payable is 50 hours a week.

Clients can use more than 1 provider at a time however the total amount we subsidise for both centres must not exceed the total number of activity hours that the client has been granted. The rate of childcare subsidy paid cannot exceed the fee charged.

## 9 hours a week subsidy

Childcare subsidy may be paid for up to a maximum of nine hours a week for clients who are not involved in an approved activity.

This is called **non-activity**. A client must still meet the above minimum qualifications for receiving a childcare subsidy before they are granted 9 hours for non-activity.

## Other government funding

Childcare subsidy is not payable for hours of attendance if those hours are funded through another government programme such as 20 Early Childhood Education hours (ECE) or Early Learning Payment. For Example: If a child is enrolled for 20 hours and receives 20 ECE hours, no subsidy can be paid as the enrolled hours are covered by ECE.

## Twenty hours Early Childhood Education

Map: [Twenty hours Early Childhood Education and Childcare Subsidy](#)

Twenty hours early childhood education is for children aged 3 and 4 years old attending a teacher led Early Childhood Education services (kindergartens, centre based and home based), for up to 6 hours per day, 20 hours per week. This funding is administered by the Ministry of Education but can affect Childcare Subsidy.

It is not compulsory for a centre to provide the ECE and parents may chose not to opt in or may opt out of ECE hours at any time.

Clients who are not in an activity and receiving 20 hours ECE cannot also receive 9 hours childcare subsidy (non-activity).

**Note:** There is an exception to this. If the client is enrolling their child for one day a week at 9 hours, they can only receive a maximum of 6 hours ECE a day. They would be eligible to receive 3 hours CCS to make up the total of the 9 hours non activity.

Clients who are receiving 20 hours ECE are in a situation which allows them to receive 50 hours a week can receive childcare subsidy for attendance over 20 hours but only up to 50 hours.

The maximum total childcare subsidy would be 30 hours per week or up to the total number of hours of their activity including travel time **whichever is the lesser**.

Optional charges may be charged by providers for costs not covered in the hourly fee for childcare funded by Childcare Subsidy and the Twenty Hours Early Childhood Education. Childcare Subsidy cannot currently be used to cover optional charges.

## Ministry of Education +10 funding

Map: [Ministry of Education +10 funding](#)

The Ministry of Education pay a number of different payments to Licensed ECE providers. The +10 hours is one method of funding that is based on child places, not children.

We do not pay subsidy for the same hours that a child is being funded by 20 hours ECE funding, but +10 funding does not have any impact on Childcare Subsidy payments

## Early Learning Payment

Map: [Early Learning Payment](#)

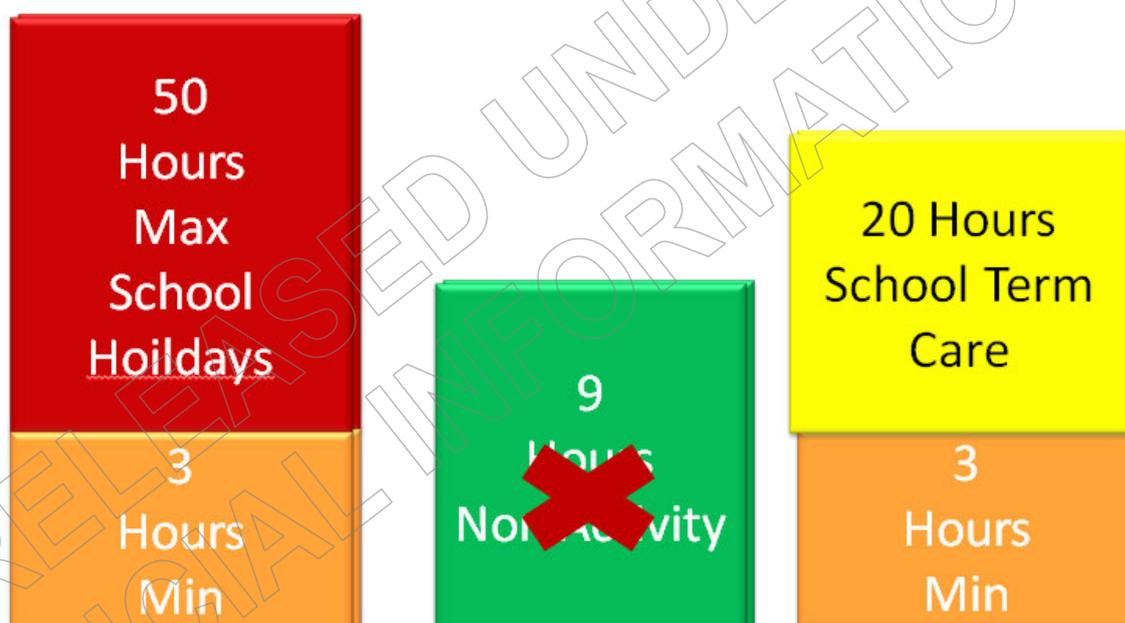
Early Learning payment is available to children between 18 months to 3 years old where we may fund 20 hours a qualifying child's enrolled hours at a centre. Just like 20 hours ECE, we cannot subsidise hours that are being funded by any other government funding.

## Oscar programme (Out of School Care and Recreation)

Map: [OSCAR Subsidy](#)

A client may be able to receive an OSCAR subsidy for up to 20 hours a week during a school term and up to 50 hours a week during school holidays if:

- They are the principal caregiver of a dependent child aged from 5 to 13 years old **or**
- They are the principal caregivers of a dependent child aged more than 13 years old but less than 18 years old if the dependent child receives Child Disability Allowance **and**
  - The child attends an approved OSCAR programme for a minimum of 3 hours a week **and**
  - They meet an income test **and**
  - They don't have a partner who is able to provide childcare **and**
  - They are a NZ citizen or permanent resident (i.e. not be in NZ unlawfully, here on temporary entry class visa or a temporary permit **and**
  - 'Generally' be ordinarily resident in NZ.



OSCAR subsidy can be paid out for a minimum of 3 hours a week and a maximum of 20 hours a week during the school term (after school care, ASC) and a maximum of 50 hours a week for during the school holidays (holiday programme, HP)

**There is no non-activity allowance for OSCAR subsidy**

## **Different Financial Assistances for Childcare Costs**

### **Early Learning Payment (ELP)**

Map: [Early Learning Payment](#)

The purpose of the Early Learning Payment is to provide earlier access to Early Childhood Education for families with specific needs. People need to be enrolled in a Family or Early Start programme.

The maximum amount of hours payable is 20 hours a week.

### **Guaranteed Childcare Assistance Payment (GCAP)**

Map: [Guaranteed Childcare Assistance Payment](#)

The Guaranteed Childcare Assistance Payment provides financial assistance with childcare costs for clients in receipt of Young Parent Payment, young parents aged 19 years or under who are participating in their youth activity obligations or for young parents aged 18 years or under who are non-beneficiaries participating in secondary education.

The maximum payment is limited to \$7.91 per hour for up to a maximum 50 hours per week. The payment is not income or asset tested as we are encouraging young parents to continue with their learning journey.

The Guaranteed Childcare Assistance Payment is only paid for the hours that the young parent is required to be participating in their youth activity obligations or in schooling (including travel time).

### **Flexible Childcare Assistance**

If sole parents are working evenings or weekends when childcare programmes are closed, we may be able to help with Flexible Childcare Assistance during nonstandard work hours.

If a client receives Flexible Childcare Assistance, they can still apply for OSCAR or Childcare Subsidy to help with childcare costs during the times when childcare programmes are open.

We need to confirm the non-standard hours do not overlap with OSCAR or Childcare subsidy and process the appropriate hours.

### **Temporary Additional Support - Childcare Costs**

Map: [Temporary Additional Support](#)

The caregiver's portion towards their childcare fees can be included in Temporary Additional Support (TAS) as an allowable cost if the caregiver is working or incapacitated.

In addition, these costs must be essential to meet the family's daily living needs and could not be readily avoided or carried when the expense was incurred.

The costs can be for a child to attend a registered centre or a private arrangement with family or friends.

Entitlement to a Childcare Subsidy or OSCAR must be assessed first. If the total cost of childcare is not covered by the subsidy the client can include the balance as an allowable cost in TAS.

## **Childcare cost income exemption**

Map: [Childcare cost income exemption](#)

There is a \$20 per week income exemption for certain benefit types when clients have to pay childcare costs while they are working.

It is not necessary for the child to attend an approved childcare centre, private arrangements can be accepted.

Entitlement to a Childcare Subsidy or OSCAR must be assessed first. If the total cost of childcare is not covered by the subsidy the client can receive the additional income exemption.

The exemption would be the lesser of:

- the parent contribution towards the centre fee or
- \$20 per week

The exemption only applies for the weeks the sole parent pays for childcare while they are working.

## **Flexible Funding Assistance**

Map: [Flexible Funding Assistance](#)

Losing a stable home and staying in emergency housing can lead to increased costs and stress for families with children.

Flexible Funding Assistance gives us other options to support families with children who have extra costs and needs because they are staying in emergency housing.

Costs to we consider:

- education – for example, school lunches, transport to early childhood education, school, or after-school activities (such as sports practices or scouts)
- extra childcare or out of school activities to reduce time spent in a motel environment
- searching for alternative housing – for example, transport or childcare costs so a parent can attend property viewings
- wellbeing needs – for example access to healthcare services that is closer to the emergency housing accommodation than the client's usual healthcare provider

This financial assistance is processed by Service Centres.