

Click here to meet the Jersey Child Care Trust Team

The Jersey Child Care Trust was established in November 1997 with the support of the States. The Trust's aim is:

To co-ordinate, promote and facilitate the expansion of high quality and affordable child care provision in the Island.

Our objectives are to:



- Promote high standards of child care
 - Monitor and seek to improve the accessibility and affordability of care facilities and services in the Island
 - Promote and encourage improvements in the status and service of child care staff
 - Promote the training and development of staff in the child care sector
 - Provide information and advice to all interested parties on child care provision across all public and private sectors
 - Sponsor and support research into child care needs
 - Identify market needs, stimulate and facilitate new developments
 - encourage and facilitate partnerships which enhance child care provision
- Attract funding to pump prime initiatives for all of the above

The States appointed Colin Powell OBE as Chairman of the Trust. Trustees were nominated by the States' Health and Social Services, Finance and Economics, Education, and Employment Security Committees. Additional Trustees with particular areas of expertise were also appointed.

The Trust has charitable status and receives financial support from public and private sources.

If you would like to know more about the Trust, or would like a copy of our leaflet, please email info@jcct.org.je or write to us at 27 Pier Road St. Helier, Jersey JE2 4XW, Channel Islands, telephone +44 (0) 1534 629901, fax +44 (0) 1534 629902.

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TYPES OF CHILD CARE IN JERSEY

Part and full day care and education for children under the age of twelve years in Jersey comes in a variety of forms. Some types of provision are required to be registered by the Education Committee, while others are not.

If your child attends registered child care, you may be eligible for tax breaks if you pay tax, or a child care allowance if you don't. Whatever child care you choose, see our advice on choosing quality care.

WHAT IS REGISTERED CHILD CARE?

Some types of child care must be registered by the Education Committee. Registration is for one year and is renewed annually. Registration takes into account both the premises and the people working in them. People working in registered care are required to have police and reference checks, and training requirements are also set. The purpose of registration is to protect children, provide reassurance to parents and carers that their children are in a safe place in safe hands, and to ensure that services meet set standards.

A certificate of registration is issued each year and must be displayed in a prominent position. In the case of Pre-schools and day nurseries, the certificate of registration gives information about the number of children to be accommodated at any one time and the hours of opening.

Information on registered child care is provided here courtesy of the Education Service.

1. Family Day Carers
2. Pre-schools
3. Day Nurseries
4. Playcare
5. Day Nursery Provision - provided by Children's Services
6. Nursery Class
7. Nursery School

Information is also available on unregistered child care as follows.

1. Parent & Toddler Groups
2. Creches
3. Nannies
4. Mothers help
5. Au Pair
6. Babysitter
7. Maternity Nurse

TYPES OF REGISTERED CHILD CARE

Family Day Carers (previously referred to as childminders)

This is a service offering care to children of all ages in the family day carer's own home. A maximum of six children under the age of 14 may be cared for at any one time, of which no more than three are under the age of five years.

Before offering this service, each family day carer and their home must be registered by the Education Committee.

All family day carers must be insured and must attend a course of training during the first year of registration.

Pre-schools

This is a provision that offers sessional care for a period of no more than five hours. As children are present for a period of more than two hours without parents being present, the Pre-school must be registered by the Education Committee.

Children who attend pre-school are between the ages of two and five years and are required to be toilet trained before commencing.

The person in charge of the pre-school is a pre-school leader and holds a qualification in child care and education, as do most of the staff.

Pre-schools may refer to themselves as nurseries, nursery schools or kindergartens but they are all registered as pre-schools. Some groups follow school times of opening whereas others are open all year round.

Each pre-school must be insured. Most pre-schools in Jersey are privately owned.

Day Nursery

This is a facility that provides full day care for the care and education of children of a wider age range than pre-schools, which may include babies. Due to children being on the premises for a period of longer than two hours without parents being present, the provision must be registered.

A Nursery Manager is in charge of the facility and is trained in the care of children the nursery serves, as are most of the staff.

Hours of opening usually accommodate the needs of working parents and a lunch and snack service is provided. Many establishments offer an all year round service from Monday to Friday, closing only on Bank Holidays and for short periods at Christmas and Easter. Each day nursery is required to be insured.

Playcare (After school and holiday clubs)

Playcare is non parental care of children from five years up to the age of twelve years. This is to meet the needs of working parents before and after school and during the school holidays. If children are enrolled for a period of longer than two hours, the facility must be registered.

Playcare may occur in a variety of settings, such as school premises, attached to day nurseries, children's centres, community centres, church halls or purpose-built.

A Playcare Leader is in charge of the facility and is trained in playwork, as are most of the staff. The hours of opening vary: there may be a breakfast club, a before and after school facility, a school holiday club or a combination of these services. Some playcare services include a homework club.

Most combined services offer the facility on an all-year-round basis from Monday to Friday, closing only on Bank Holidays and for short periods at Christmas and New Year. Each playcare provision is required to be insured.

Day Nursery Provision provided by the Children's Service

The Children's Service currently offers nursery care for a limited number of children. These are free or assisted places for children who have been assessed by a social worker as being in need. This facility undergoes annual checks and, like other nurseries, is registered by the Education Committee.

The nursery is able to open from 9 am till 5 pm Monday to Friday and usually only closes for a few days at Christmas and New Year. The exact opening and closing time can be varied according to the needs of the client group. A lunch and snack time service is provided every day.

The nursery is supervised by a trained nursery manager who is responsible for developing the curriculum and ensuring that a safe and positive learning environment is maintained. Additional staffing is provided so as to ensure that any individual needs are met. All requests and referrals for placement are directed through the duty officer at the Children's Service and are then allocated according to greatest need.

Listed below are other types of child care and education provided by the States of Jersey. They are not registered because they are part of the Education Service and therefore subject to quality checks through Education.

Nursery Classes

A nursery class is attached to a primary school, and therefore is part of the Education Service provided by the States of Jersey Education Committee.

Children attend either morning or afternoon sessions during term time, and there are some full time places. The class is run by a qualified teacher assisted by trained nursery officers. The person responsible for the nursery class is the head teacher of the school to which it is attached.

If private schools have a nursery class attached to them they require a trained teacher in charge of the class.

Nursery School

At present there are no Nursery Schools in Jersey.

A nursery school would be a building separate from a primary school and would have a head teacher in charge of the building. The classes in the school would accommodate children under the age of five years. A qualified teacher would be in charge of the class with a nursery officer assisting, and as part of the Education Service it would offer the

same services to children as does a nursery class.

WHAT IS A KEYWORKER?

One important marker of quality child care is the presence of a keyworker for each child.

A keyworker is the person who builds a secure and positive relationship with the child in their care. They provide consistent boundaries within a safe, caring and fun environment. They monitor and provide for the development and emotional needs of the children they care for.

They work in partnership with the parents at all times, and should regularly discuss their child's achievements, needs, and any concerns.

The child's progress is recorded by regular observations and assessments on their development. These reports should be made available to parents, who can also contribute information and insights about their child.

UNREGISTERED CHILD CARE

Listed below are some types of unregistered care. This means that the people providing the care are not required to have police checks, reference checks or training. You will need to interview carefully and make sure you have checked the person out thoroughly. See the section on Nannies for advice on hiring someone to care for your child in your home.

Parent, Baby and Toddler Groups

These are groups formed by parents or carers, usually for children who are below the age of three years. As parents or carers remain with the children throughout each session, the group does not have to be registered by the Education Committee.

Crèches

These are child care facilities for parents and carers that may be offered in addition to another service. For example: at a hotel, at a one or two day event, at a store, or as part of a sports facility.

The crèche does not have to be registered by the Education Committee providing that children are not left in the care of others, without parents being present on the premises, for a period of more than two hours.

See the page on [setting up](#) for more information on how to set up a crèche.

Nanny

A nanny is experienced and should be qualified through a recognised form of training. Nannies are employed on a daily, live-in or part time basis. A full time nanny will on average work 40-50 hours per week. Part time nannies will work fewer hours, and some parents find that a nanny share, where two families share the same nanny, works well for them. The nanny is generally unsupervised and has sole charge of the children in her care.

Mothers Help

A mother's help often has no training or experience. A mother's help assists the parents with child care and other domestic duties, and may live in or out. A mother's help may work as little as six hours up to as many as 40 hours.

Au Pair

An au pair is usually a foreign student aged between 18 and 21. An au pair has no formal child care training but may have experience. Immigration sets guidelines on the arrangement and also advises on the legal requirements e.g. some nationalities such as Slovaks and Croatians have restrictions. An au pair lives with the family and assists with a variety of duties. The idea behind the arrangement is an opportunity to experience a different culture through living with a local family. If the student is from a non-English speaking country the student may have the opportunity to attend language lessons or college. Hours vary from 25-40 hours per week.

Babysitter

A babysitter may or may not have experience or qualifications. A babysitter takes responsibility for the home and children in the evenings from 6 p.m. onwards until the parents return. This may be on a regular or occasional basis.

Maternity Nurse

A maternity nurse may be a midwife or nurse with experience in maternity, or an experienced NNEB or Nanny. A maternity nurse works short term contracts, usually two weeks to three months, and is normally self-employed. The maternity nurse works alongside the parent or takes full responsibility for the baby only, and normally lives in and works on call over 24 hours or by arrangement with the family. These posts tend to be highly paid.

For more information contact the Manager of Day Care Services on 01534 509490.

PAYING FOR CHILD CARE

Good quality child care is expensive in Jersey. There are several ways that you might be able to get help with child care costs.

A discount scheme for out-of-school care is now available through registered playcare providers. The scheme is administered by the Jersey Child Care Trust. [Click here if you want to know more](#), or contact your playcare provider.

The Child Care Allowance - if you are working and not paying tax...

You may get some help towards the cost of child care provided that all relevant conditions are satisfied and that your child is being cared for by a registered nursery, playgroup or family day carer (childminder) while you are working. Child Care Allowance will only be considered for children under 5 at present, and does not include in-home carers (nannies) as they are not registered. The amount of Child Care Allowance varies depending on your income but should make child care more affordable.

If you would like more information on the child care allowance [click here](#).

Child Care Tax Relief - if you are working and paying tax...

Tax breaks are available for registered child care of children aged 0 - 12 years.

Although not entitled to the Child Care Allowance you might be eligible for child care tax relief instead. Tax relief is only given for payments to registered child care providers. It applies to working mothers as well as employed single fathers who live alone (i.e. without a partner). A married man can claim if he has to pay for child care because of his wife's severe illness or disability.

Broadly speaking, the tax relief is limited to people in the middle income bracket. For those with higher incomes the relief tapers away and eventually disappears.

If you would like more information on tax relief for child care [click here](#).

Your parish...

Some parishes help low-waged people, especially single parents, who are having trouble paying for child care. Contact your parish welfare officer to find out more.

Your employer...

An increasing number of Jersey employers are assisting their employees with child care costs. For example, HSBC and De Gruchy's subsidise employee child care at two Jersey nurseries, and the Royal Bank of Scotland offers child care vouchers to employees. Contact your employer to find out whether they would consider assisting you and other employees - it makes good business sense, because it helps them recruit staff more easily and retain valued employees. [Click here](#) if you would like more information on the Trust's efforts to encourage more Jersey employers to become family-friendly.

The Child Care Allowance

For a leaflet and more information on the Child Care Allowance contact:

The Employment & Social Security Department
PO Box 55
St. Helier
Jersey JE4 8PE
Telephone (01534) 280000
Fax (01534) 280280

To claim the allowance you will have to be:

- ✓ Working (hours in child care to compare with hours worked)

*and
have:*

- ✓ Responsibility (for your child), meaning lawful custody of your child or children under 5
- ✓ Registered child care - the Education Service registers care provision
- ✓ Income from employment/self-employment of at least *£3,027 during a year and a total *family income from all sources* below the tax threshold (*if*

*you have a partner their income must also include earnings of at least *£3,027 p.a.)*

**this figure may be reviewed annually, so be sure to get an updated leaflet from Employment and Social Security at the address listed above.*

- ✓ Residence - you and your children (if more than six months old) must have all been living in Jersey for a continuous period of at least six months immediately before claiming and all be in Jersey when you apply

You may receive a Child Care Allowance that will vary depending on your family's current annual income. Examples and estimates are included in the E&SS leaflet.

Per child Maximum: £100 per week
Minimum: £30 per week
Per family Maximum: £200 per week

BUT the allowance paid will never be more than the actual amount of child care costs.

Child Care Tax Relief

For a leaflet and more information on Child Care tax relief, contact:

Comptroller of Income Tax
P.O. Box 56
St. Helier
Jersey JE4 8PF

Or telephone your assessor (his or her direct line is shown in your tax return)

Discount Scheme

A new discount scheme has been introduced for children in registered after school and holiday care. For details [click here](#).

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Jersey Child Care Trust Discount Scheme

18 July, 2000

Registration for after school and holiday care ("Playcare") of children aged 5-12 was introduced by Education in January 2000. Registration sets out requirements for people, premises and policies so that children can have a high-quality playcare experience. For some existing child care providers, this has meant that fees have had to go up to cover costs.

The Presidents of the three Committees with an interest in this area (Education, Employment and Social Security, Finance and Economics) asked the Jersey Child Care Trust to put together a scheme for child care discounts for this age group. The aim is to ensure that parents on low and moderate incomes are able to afford high-quality playcare for their children. Direct grants to child care providers, who will then be able to offer discounted places to parents who qualify, was the option preferred by the Committees.

The Trust worked with Centre Point, Ace of Clubs and Leeward After School, as well as with senior officers from the States departments involved, to put together the scheme. The Education, Employment and Social Security and Finance and Economics Committees have all endorsed it. Discounts can be introduced by providers after they are registered by Daycare Services (Education).

We thought you might like to have an idea of how the discounts work. This will give you the opportunity to decide what information you need to gather if you want to apply for a discounted place from the playcare provider you currently use.

In order for the discount scheme to operate the following rules have been put in place:

1. To be eligible for a discount, the playcare provider must be registered with the Education Committee.
2. The system used to assess income and set discounts is the same across Jersey. The Jersey Child Care Trust has issued guidelines for income assessment and other operational requirements. States Treasury will independently audit all systems.
3. Playcare providers are responsible for assessing the incomes of parents and providing appropriately discounted places for those that qualify.
4. Parents will be charged the full fee unless they ask for a discount and produce the required information on their total gross income (current payslip, employer letter, tax returns, rent rebate or abatement, maintenance etc.) and on their rent or mortgage payment. See points 12, 13 and 14 about how income assessment will work.
5. Parents will be asked to sign a declaration stating that they will let the playcare provider know if their financial circumstances change substantially.
6. Providers will be issued guidelines regarding confidentiality of parent financial details. Income assessment will be the responsibility of a named administrator who is not directly involved with your child's care.
7. A claim for discount must be received on the form that will be provided, and be accompanied by supporting evidence for all items contained in the application.
8. There is a ceiling of £3 per hour for each pre-discounted place. This ceiling will be reviewed annually. Providers are of course free to charge less than this, but they cannot charge more.
9. Parents will be asked to pay for the discounted place by standing order in advance. Fees will be evenly spread over the entire year to minimise parents' financial difficulties during the holiday period. Any under- or over-charges will be reimbursed to the parent or playscheme provider before the beginning of the next school year, or when the child leaves the playscheme.
10. Each provider will define their opening hours separately. Parents will still be charged if they book but their child does not attend sessions.
11. All parents/guardians and their live-in partners who apply for the discount must be in work. This means that they are either:
 - presently working;
 - available for work; in the case of someone looking for work, one month of discounted child care will be allocated while the parent looks for employment. In the case of someone training to work, an application giving details of the training programme and length will be required and an independent panel will individually judge each application.
 - incapable of work, but child care is necessary and cannot be provided by the parent/guardian or partner. Each case will be judged by an independent panel on its individual merits.

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Your parish...

12. Income assessment will take the following into account:

Gross income of all parties contributing to the upkeep of the household

Rent

Mortgage (capped at the current minimum base used by Housing for States loans)

Standard allowance for cost of living outgoings (to be assessed as 25% of gross rent or mortgage)

13. The discounts for the year to 5 September 2000 are as follows:

Net income band	Band	Discount
0 - 10,000	1	60.00%
10,001 - 13,000	2	50.00%
13,001 - 15,000	3	45.00%
15,001 - 18,000	4	35.00%
18,001 - 22,000	5	25.00%
22,001 - 25,000	6	15.00%
25,001 -	7	0.00%

Net income is calculated as follows:

Total income LESS Rent or mortgage interest LESS additional allowance

14. A further discount of 10% will be given in cases where a second or subsequent child attends the same scheme.
15. In the case of disputes which cannot be resolved by the scheme discount administrator, there will be a right of appeal to an independent panel convened by the Jersey Child Care Trust.
16. The scheme's first period will run from 5th June 2000 until 4th September 2000. Thereafter the scheme will run on a school year basis.

We are finding that the scheme offers real financial help to parents who qualify, whilst enabling playcare providers to meet their costs and deliver quality care. Please do not hesitate to let your playcare provider and the Jersey Child Care Trust hear from you if you have any comments or concerns.

For parents whose income is too high to qualify for a discount, a child care tax break may be available. Contact Income Tax for more information on tax breaks for care of school-aged children up to 12. A tax break claim form will be circulated to parents by registered playcare providers.

Sincerely

Jane MacDonald

Child Care Co-ordinator

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