



Federal Ministry  
of Labour and Social Affairs



# THE EDUCATIONAL PACKAGE

A new start for taking part

# **THE EDUCATIONAL PACKAGE**

A new start for taking part



## Dear Citizens,



Proper educational and participational opportunities is something every child and young person needs. This is especially the case if they grow up in families where there is little money available. The educational package helps these children to take part, whether it be a sports club, music group or having lunch at a daycare centre or school.

What's more, support is available for personal school materials. If there is a risk of key learning goals not being met and support which supplements the school curriculum is needed, learning support (private tuition outside school hours) may be approved.

Since 1 March 2015 education and participation services will also be guaranteed from the outset to children from refugee families, using education as a means of preventing social exclusion.

The Federal Ministry of Labour and Social Affairs is working together with the local authorities, job centres and all local partners to ensure as many children and young persons in need as possible benefit from these services, after all they have a right to them!

I would like to invite you to join me. Ask about what's on offer, make use of the range of services and help give children and young persons the opportunities they deserve.

A handwritten signature in black ink that reads "Andrea Nahles". The signature is written in a cursive style and is set against a light grey background.

Andrea Nahles, Federal Minister of Labour and Social Affairs



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## *Who is entitled to the educational package?*

Children have a right to the educational package if they or their parents are in receipt of

- basic income support for jobseekers in accordance with Book Two of the German Social Code – SGB II – (unemployment benefit II or social allowance) or
- social assistance according to Book Twelve of the German Social Code – SGB XII – or benefits according to the Asylum Seekers Benefits Act – AsylbLG – or
- housing benefit or children's allowance (§ 6, German Federal Child Benefit Act – BKGG).

The following applies to persons entitled to benefits according to SGB II (unemployment benefit II or social allowance): if you have any questions please contact your local job centre. They will be only too pleased to help.

Even if none of the benefits quoted are yet being paid, there may still be an entitlement to unemployment benefit II or social allowance based on educational or participational needs alone. Here, too, you should contact your local job centre.

The district or city councils (who can be reached, for example, at the town hall, public administration office or local government office) can provide families in receipt of social assistance, housing benefit, children's allowance or benefits according to the Asylum Seekers Benefits Act with information on their relevant contact for the educational package.

From 1 March 2015 those eligible for benefits in accordance with the Asylum Seekers Benefits Act can also make use of education and participation services from the outset.

## **Learning support**

### **How you can take part:**

**Learning support:** If your child is falling behind in class and in particular is at risk of having to repeat a year, he or she may be entitled to appropriate learning support – to supplement what is offered at school.

- Make a point of regularly asking your child about their results in class tests and other work. In what subject is he or she having problems?
- Get in touch with the teachers. Do you have any tips on how your child could get on better in class? Does the school offer a range of free support services?
- In particular, is your child at risk having to repeat a year and there is no other support available at his or her school? If so, your child may be entitled to private tuition outside school hours.
- Submit an application at the job centre\*. The learning support component can be considered for a specific range of services, several hours of private tuition or an entire course.

\*Please read the information on page 14.

### Tips for teachers

- Ask your school administrator or local education authority what the conditions are for receiving learning support in your state.
- It may be that the school simply needs to confirm that a child cannot meet a learning goal without support. Ensure that families are made aware of any difficulties in class at an early stage.
- Let families in need of help know about the range of services! This applies to all school pupils up to his or her 25th birthday (if they are not in receipt of training allowance).

### School materials

#### Here is how it works:

- The job centre\* transfers\*\* to you a total of 100 euros every school year for the child's own basic school kit: 70 euros at the beginning of the school year and 30 euros in the second half of the year.
- Pencils and exercise books, folders and watercolours, pocket calculators and school bags – these are just a few of the things which make up a personal school kit.
- Make a point of regularly asking your child if he or she has all the necessary school materials. Do they need a new notepad, exercise books or ink cartridges? These also count as personal school materials.

\* Please read the information on page 14.

\*\* Families entitled to children's allowance or housing benefit must submit a separate application for this.



## *Transportation to/from school*

### **Here is how it works:**

- Pupils who attend the nearest school for their chosen course of education and depend on school transport, e.g. by bus or train, will receive a transport allowance, if the cost is not covered by anyone else and it is not deemed reasonable for such costs to be met from basic needs assistance (own share). Essentially this affects secondary level II school pupils (e.g. grammar school upper level).
- You only need to pay a share of the costs (usually 5 euros per month) if your child is able to use the monthly travel card for private purposes as well.
- Submit an application at the job centre\*. The required allowance will then be transferred to you directly, where appropriate.

\*Please read the information on page 14.

## **Lunch at day care centres, schools and after-school care centres**

### **How you can take part:**

- Does your child's school, day centre or child day care facility (e.g. child minder) offer regular, hot meals at lunchtime? Then your child can have one too. For this you will receive an allowance.
- Schoolchildren may also receive the after-school care centre lunch allowance if the school is responsible for offering lunch-time meals in the after-school care centre.
- The job centre\* will pay the allowance for a hot meal at lunch-time. The family share of the costs is one euro per child per day.
- Please note that when you register your child for canteen dinners you will receive a voucher. You will need this for the job centre\*.

### **Tips for schools, day care and after-school care centres**

- Provide written confirmation for needy children when registering for dinners.
- Let families know about the range of services on offer!

\*Please read the information on page 14.

## ***Trips with day care centres***

### **How you can take part:**

- Your child can now take part in trips lasting one or more days organised by the school, day centre or child day care facility (e.g. child minder) – and go with the school or day care centre on visits to exhibitions or the theatre, enjoy castle tours or even go pedal boating.
- Ask the teachers or childcare staff to let you know in good time about any upcoming day trips. Ask your child as a matter of routine whether any excursions are lined up.
- If a day trip or class excursion is planned, notify the job centre\*. Once all the necessary conditions have been met, you will receive a voucher or the costs will be covered directly.

### **Tips for day care centres and schools**

- Do you have a day trip planned for your care group or class? The earlier the parents are informed of it the better.
- Let people in your day care centre or school know about the new range of services. It applies to all children in need attending a day care centre or school or in the care of a child minder (day care facility).

\*Please read the information on page 14.

## **Cultural, sports and leisure activities**

### **How you can take part:**

- Taking part in cultural, sports and leisure activities is also possible. A monthly allowance of up to ten euros is offered to every child up to his or her 18th birthday – for example for music lessons, football or athletics clubs, scouting or other leisure activities.
- Have a chat with your child about what he or she may be interested in trying out.
- Perhaps their friends are members of a specific club? Ask your child if they would also like to join.
- Contact your local job centre\*. They will provide you with tips and information on which activities your child can take part in.

### **Tips for clubs, associations and initiatives**

- If your club, association or other service wishes to take part in the educational package and provide opportunities to children in need, please contact your job centre\*. They will be only too pleased to help.

\*Please read the information on page 14.



## ***Information for social partners, associations, schools and day care centres***

### ***Get involved***

Committed, creative and enthusiastic people working in schools, day care centres, associations or clubs as well as child and youth welfare service providers should seize the opportunity and get actively involved in helping children across the country take part. After all, the educational package is only really successful if it is brought to life at the point of delivery.

### ***Local authorities are the central point of contact***

The district and city councils are responsible for providing and implementing the educational package. Whatever it is - clubs, theatre groups or private tutors: anyone who wishes to get involved with the educational package and offer support to children and young people in need should first get in touch with the district or city council.

## *How you can create services to get people taking part*

**Look for partners:** whether you're working for an association, school, day care centre or voluntary child and youth welfare service provider, the most important thing is to get talking with each other and with those in charge at your district or city council.

**Start networking:** there are already established, highly effective cooperative networks working at a local level, such as round tables, specific databases or regional partnerships. Get together and consider what can be done locally and how services can be arranged such that they are used by as many children as possible. If your association has a good range of services to offer, get in touch with your educational package contact at your district or city council.

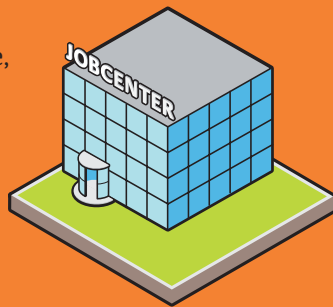
**Here is how services are costed and invoiced:** there is a variety of options for calculating benefits and refunding costs. The district and city councils have their own local procedures and can provide the relevant information to both citizens and social partners.

## *Simple and uncomplicated. Here is how it works in practice ...*

The educational package applies to all families who are entitled to benefits according to Book Two of the German Social Code (SGB II) or receive social assistance, housing benefit, children's allowance or benefits according to the Asylum Seekers Benefits Act. Calculation of the benefits is simple and unbureaucratic.

The implementation of the educational package is organised locally by the county or city councils and may differ from the procedures described. However the basic principle is:

Those who are in receipt of **unemployment benefit II** or **social assistance** would normally contact their job centre for educational package benefits. It is processed there by the district and city councils. Even those who are not yet receiving any of the social benefits mentioned, but may be entitled to the educational package based on the educational or participational needs of the child alone, would normally contact their job centre.



Job centres are not responsible for families in receipt of **social assistance, housing benefit, children's allowance** or benefits according to **section 2 of the Asylum Seekers Benefits Act**. The county or city councils (who can be reached, for example, at the town hall, public administration office or at the local government office) will provide contacts for these families.





## *How you can keep parents, children and young people informed*

Help make sure children get the services and benefits they need: not all parents are aware of the opportunities the educational package opens up. However we can all do our bit to ensure no child is left out.

- Get talking to parents, children and young people
- Tell them about the services on offer!
- Help them choose the right one and make the relevant application
- Wherever possible, hand out written documents, receipts and registration forms

### *Educational package hotline*

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Information on the educational package can also be obtained from the public telephone service of the Federal Ministry of Labour and Social Affairs on **030 / 221 911 009** and at **[www.bildungspaket.bmas.de](http://www.bildungspaket.bmas.de)**.

The public telephone service is available Monday to Thursday from 8 a.m. to 8 p.m.

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