

99071002001000

# Child day care, apply for a licence

Heruntergeladen am 01.07.2025

<https://fimportal.de/xzufi-services/6000377-99071002001000/L100009>

| Modul                         | Sachverhalt                                            |
|-------------------------------|--------------------------------------------------------|
| Leistungsschlüssel            | 99071002001000                                         |
| Leistungsbezeichnung I        | Child day care, apply for a licence                    |
| Leistungsbezeichnung II       | Child day care, apply for a licence                    |
| Typisierung                   | 2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug |
| Quellredaktion                | Sachsen                                                |
| Freigabestatus Katalog        | unbestimmter Freigabestatus                            |
| Freigabestatus Bibliothek     | unbestimmter Freigabestatus                            |
| Begriffe im Kontext           |                                                        |
| Leistungstyp                  |                                                        |
| Leistungsgruppierung          |                                                        |
| Verrichtungskennung           |                                                        |
| SDG-Informationsbereich       |                                                        |
| Lagen Portalverbund           |                                                        |
| Einheitlicher Ansprechpartner |                                                        |
| Fachlich freigegeben am       |                                                        |

## Modul

## Sachverhalt

### Fachlich freigegeben durch

#### Handlungsgrundlage

- § 43 Sozialgesetzbuch, Achtes Buch (SGB VIII) – Erlaubnis zur Kindertagespflege
- § 3 Sächsische Qualifikations- und Fortbildungsverordnung pädagogischer Fachkräfte (SächsQualiVO)
- § 1 Absatz 6 Sächsisches Gesetz zur Förderung von Kindern in Tageseinrichtungen (Gesetz über Kindertageseinrichtungen – SächsKitaG)

#### Teaser

Anyone wishing to work as a childminder (childminder) requires a licence if all of the following criteria apply. You look after children

#### Volltext

Anyone wishing to work as a childminder (childminder) requires a licence if all of the following criteria apply. You look after children

- outside the parental home,
- in other rooms,
- for part of the day,
- more than 15 hours a week,
- for a fee and
- for longer than three months.

Note: Day care centres mainly look after children under the age of three. However, care for older children is also possible if there is a special need or as a supplement.

Single point of contact

You can use the service of the single point of contact for this procedure. They will guide you through the process, take care of correspondence with all the authorities responsible for your request and provide you with expert advice.

- Single point of contact Amt24 information

#### Erforderliche Unterlagen

During the counselling session at your youth welfare office, you will find out which documents you need - these include

| Modul             | Sachverhalt                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                   | <ul style="list-style-type: none"> <li>• Extended police clearance certificate</li> <li>• Brief curriculum vitae</li> <li>• Proof of training</li> <li>• Proof of "First aid for infants and toddlers" course</li> <li>• educational concept, in particular with statements on General conditions Family structure Aims of the educational work Developmental conditions of the children Opportunities for experience and support Health education, nutrition Daily routine Aims and forms of parental work, co-operation with facilities and institutions</li> </ul>                               |
| Voraussetzungen   | <p>The requirements for suitability as a childminder include personal, professional and health suitability. For example, the following criteria are checked</p> <ul style="list-style-type: none"> <li>• suitable home environment for the care of infants and toddlers (for example, smoking is prohibited in the daycare centre)</li> <li>• Qualifications that enable them to provide day care for children</li> <li>• the welfare of the foster child must be guaranteed (as well as that of any children already living with the family)</li> <li>• orderly financial circumstances</li> </ul> |
| Kosten            | none                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Verfahrensablauf  | <p>Before you apply for a child day care licence, you should seek advice from the youth welfare office. They will tell you what specific requirements you need to fulfil and what evidence you need to provide.</p> <ul style="list-style-type: none"> <li>• Submit your application in writing to the relevant youth welfare office or hand it in in person for recording</li> <li>• personal suitability is checked</li> <li>• Examination of the existing premises</li> <li>• if the requirements are met, the licence will be issued</li> </ul>                                                 |
| Bearbeitungsdauer |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Frist             | Care licence: valid for five years You can apply for an extension before the expiry date.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| weiterführende    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

| Modul             | Sachverhalt |
|-------------------|-------------|
| Informationen     |             |
| Hinweise          |             |
| Rechtsbehelf      |             |
| Kurztext          |             |
| Ansprechpunkt     |             |
| Zuständige Stelle |             |
| Formulare         |             |
| Ursprungsportal   |             |