

## ChildcarePlus

The Royal Veterinary College currently provides employees with the opportunity to take part in a Childcare Voucher Scheme through [Edenred](#).

### How it works

Parents or guardians sign up for Childcare Vouchers with Edenred, for use with Ofsted registered childcare providers. You agree to give up some of your gross contractual salary in exchange for Childcare Vouchers, as a result you will pay less tax and NI. You could save over £1,000 per year.

Childcare Vouchers are free of tax and NI, up to a limit of £243 a month (£2,916 a year) at present. This means that you could save around 29% of your childcare costs if you are a basic rate tax payer and 41% if you are a higher rate tax payer.

To sign up for this benefit just complete the application form on the [HR](#) section of the intranet and return it to HR. You can sign up at any time and the changes will begin from the start of the following month, provided your participation would not cause you to earn less than the National Minimum Wage.

The minimum term for Childcare Vouchers is 12 months, unless there is a significant change in your childcare circumstances.

### Change in your terms and conditions of employment

Please note that by taking part in the Childcare Voucher Scheme, you are agreeing to a variation in your terms and conditions of employment.

### Frequently asked questions

#### *What's in it for me?*

You can save money on all types of registered childcare as you won't pay tax or National Insurance contributions on your Childcare Vouchers.

#### *Is your child a qualifying child?*

**ChildcarePlus** covers children up to 1 September following the child's 15<sup>th</sup> birthday, or following the 16<sup>th</sup> birthday if they are disabled.

So Childcare vouchers are not just for babies – even if you have older children you can use childcare vouchers to pay for holiday clubs or play schemes during school holidays.

### ***Can I request Childcare Vouchers for any child?***

In order to qualify for the scheme, you must be the parent or legal guardian of the child.

### ***Is your carer 'registered' or 'approved'?***

You can use your childcare vouchers to pay for a wide range of childcare, as long as it is 'registered' or 'approved' with an appropriate body. This covers a wide range of options including:

- Home based care such as childminders, nannies and au pairs
- Pre-school care such as nursery schools, play schools and crèches
- Care for older children such as out of school clubs\* (breakfast clubs, afterschool clubs, boarding) and holiday clubs.

\* The care must be optional, invoiced separately to education, provided out of school hours on the school premises or by the local authority.

### ***Is it a hassle to join? Will there be lots of paperwork to do?***

No. Once you have decided that childcare vouchers are right for you, joining the Childcare Voucher scheme is quick and simple. To sign up for this benefit you can obtain an application form from the **HR** section of the Intranet. Just complete the form and return to **HR**. The savings you make really are worth the ten minutes it takes to complete a form.

### ***Does it cost my carer anything to use the scheme and how easy is it for them to set up?***

It costs your carer nothing to register with Edenred Childcare Vouchers. They simply complete a short registration form online or print off and post it to Edenred Childcare Vouchers, along with proof of their registration with Ofsted or appropriate body. Many carers will already be registered.

### ***So how do I pay my carer?***

You will either receive paper or electronic Vouchers. Paper Vouchers work in the same way as shopping vouchers, so you simply physically hand them over to your carer to redeem with us. With the electronic vouchers, you can set up AutoPay, which is similar to a Standing Order and will automatically pay your carers on a fixed date each month.

### ***What happens if my carer changes regularly?***

The Edenred Childcare Vouchers scheme is flexible, so you can send payments to the carer of your choice. You can use Childcare Vouchers to pay as many carers as you like as long as they are registered or approved. You can also change your childcare arrangements whilst in the scheme.

### ***Does it make any difference to payments if I have more than one child?***

The savings you can make using the scheme are based on salary per parent, not the number of children. Each parent can request up to a maximum of £243 per month (£2,916 a year) of Childcare Vouchers.

### ***Further information***

For enquiries on specific terms and conditions contact Edenred on 0800 247 1233. There is also lots of useful information on their website – [www.childcarevouchers.co.uk](http://www.childcarevouchers.co.uk)