



Direktion für Inneres und Justiz
KJA – Kantonales Jugendamt

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Factsheet on the share of costs borne by parents if their child is placed in residential care in a special primary or lower secondary school (*Einrichtung der besonderen Volksschule*)

A share of the costs is payable (Art. 35 KFSG¹)

In the event that a child is placed in residential care², the parents pay a share of the costs according to their ability to pay, irrespective of whether the placement in residential care is made by mutual agreement or by official order.

- Social services are responsible for calculating the parents' share of the costs. If no social services office is involved, the share of the costs is calculated by the Cantonal Youth Welfare Office (CYWO).
- The parents submit the required documents (e.g. their most recent tax assessment) to the office responsible (the social services office or CYWO).
- The share of the costs is calculated by the office responsible and agreed with the parents.
- The parents are then billed each month for their share of the costs by the CYWO (in the case of a placement by mutual agreement) or by the social services office (in the case of a placement ordered by the Child and Adult Protection Authority (CAPA)).

How is the share of the costs calculated? (Art. 36 – Art. 41 KFSV³)

- Account is taken of the net income according to the parents' tax assessment(s) as well as the family circumstances.
- If the parents do not live together, the share of the costs for each parent is calculated.
- The maximum share of the costs corresponds to the effective costs of the service (placement in residential care)

You can use the 'Rechner Kostenbeteiligung' (Calculator for your share of the costs)⁴ on our website www.kja.dij.be.ch to find out how much your share of the costs is likely to be (the accuracy of the result is not guaranteed). The share of the costs for employees and self-employed persons is calculated differently. This can be seen in the separate tables of the 'Rechner Kostenbeteiligung'.

¹ Cantonal Act on Services for Children with Special Education and Protection Needs

² Parents also pay a share of the costs in the case of KFSG services that do not involve residential accommodation.

³ Cantonal Ordinance on Services for Children with Special Education and Protection Needs

⁴ On KJA website (www.kja.dij.be.ch), select 'Förder- und Schutzleistungen' and then 'Berechnung der Kostenbeteiligung Unterhaltspflichtige'.

Please note:

If their joint annual income is less than CHF 55,000, parents are not required to pay a share of the costs.

Parents who are entitled to social assistance or supplementary benefits are not required to pay a share of the costs.

Even if a parent is already paying maintenance contributions, an assessment will still be made as to whether he or she must pay a share of the costs.

The financial circumstances of the partner of a parent living in the same household as that parent is taken into account in calculating the share of the costs (Art. 36 KFSV).

In the case of self-employed parents, the last three business years are taken as the basis for calculating the share of the costs.

Minors or young adults under the age of 25 who are undergoing their initial education or training and who earn more than CHF 10,000 a year must also pay a share of the costs of their placement in residential care.

The incidental costs of a placement in residential care (e.g. toiletries, clothing, pocket money, haircuts or hobbies) must be funded by the parents, or otherwise by the social services office.

Exemption from paying a share of the costs (Art. 34 KFSV)

If it is essential that your child spend the night in the institution⁵ in order that he or she can attend school because the distance to school is too far, the office responsible in the Education and Culture Department may exempt you from the requirement to pay the parental contribution.

The distance to school is too far if the journey:

- would take a child under the age of twelve more than two hours a day (one hour in each direction), or
- would take a child over the age of twelve more than three hours a day (one-and-a-half hours in each direction).

In this case, you will be charged CHF 9.00 per night for meals by the school institution from admission.

What do we need you to do?

We need you to send us certain information so that we can calculate your parental contribution (your share of the costs). Please complete the enclosed form in full and send it by post with the documents requested to the Kantonalles Jugendamt, Hallerstrasse 5, Postfach, 3001 Bern.

If you do not have the required documents, or you fail to send them to us, we can access your tax data at the Tax Administration.

⁵ This relates to placements in residential institutions that provide socio-paedagogical care and accommodation for children and young people with disabilities.

Who can you contact if you have questions?

We hope that this letter has given you all the information that you need. However, if you have any questions, please contact

- the residential school concerned
- the social services office responsible
- the Special Schools Section bvsa.bkd@be.ch (coordinates school placements)
- the Cantonal Youth Welfare Office, kja-bern@be.ch, Tel. +41 31 633 76 33

If you would like more detailed information on the new Act on Services for Children with Special Education and Protection Needs (KFSG), we would refer you to www.be.ch/bfsl. There you will also find this factsheet in the following languages: French, German, Turkish, Arabic and Albanian.

We would like to thank you for your cooperation and assistance.

Annex

- Form regarding sharing the costs of residential accommodation for children and young people