Notice to guardians 2 April 2020

**Full compensation for early childhood education client fees**

Early childhood education daycare centres and family daycare are operating despite the coronavirus pandemic. In compliance with government policy, we strongly recommend that families that can care for their children at home, do so.

The client fees for City of Helsinki daycare centres and family daycare will be reimbursed in full for children remaining at home for the duration of the recommendation to stay home. The recommendation to keep children home was issued on 18 March 2020. The client fee will be reimbursed for each day of absence. The child’s absence from early childhood education does not require any action to be taken by the parents in terms of invoicing.

Early childhood education client fees are always invoiced for the previous month. For March (1–17 March 2020), invoicing has been postponed until the end of April and the due date for the invoice will be in May.

**No changes to those remaining in early childhood education**

The client fees for children attending early childhood education will remain the same and the fees will be invoiced for as usual.

Any changes to the family’s income must be reported to the Daycare Fee Unit as soon as possible. Any documents to be taken into account in reviewing client fees (e.g. notifications of being laid off temporarily or permanently) must be provided to the Daycare Fee Unit of the Education Division. You must also provide any decisions concerning daily allowances issued by an unemployment fund or Kela for the review process.

Income information must be provided to the Daycare Fee Unit either by post or secure e-mail. If you wish to provide the information by secure e-mail, request a secure e-mail by contacting varhaiskasvatus.maksut@hel.fi. You will receive a verification message, which you must reply to with a message containing proof of income as attachments. You must also mention your child’s daycare centre in the message.

Satu Järvenkallas  
Early Education and Care Director  
Niclas Grönholm  
Head of Services in Swedish

**Additional information:**

Daycare Fee Unit (proof of income, client fee reviews)  
Education Division  
Telephone service Mon–Fri 9–11 tel. 09 310 8600 (switchboard)  
varhaiskasvatus.maksut@hel.fi  
Visiting address: Töysänkatu 2 D, 00510 Helsinki  
Postal address: PO Box 51300, 00099 City of Helsinki

Daycare fee invoicing (due date postponements and collection)  
City of Helsinki/Financial Management Services  
tel. 09 310 25300, fax 31025355  
talpa.asiakaspalvelu@hel.fi