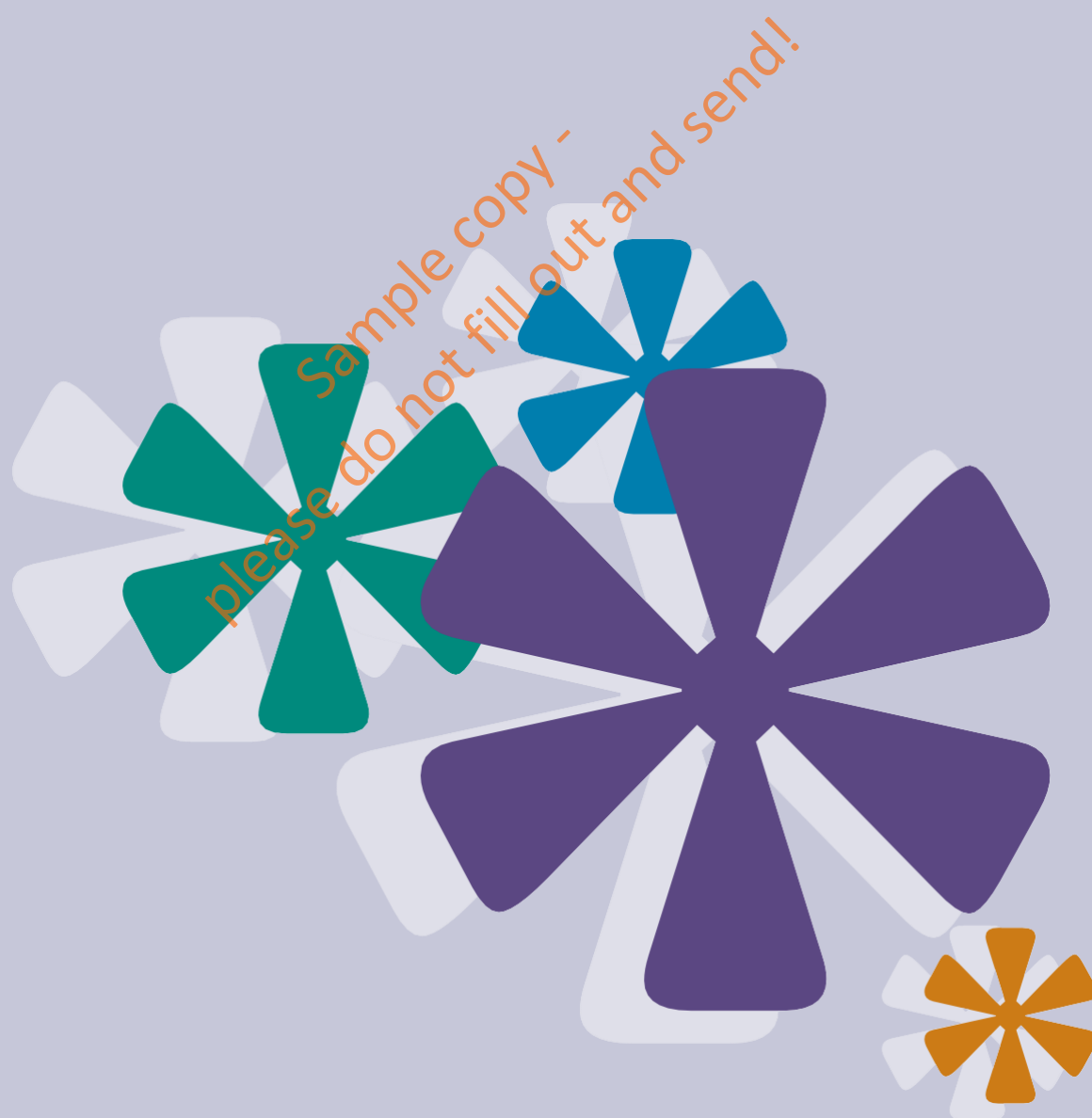


➔ Questionnaire for youth welfare offices  
on the quality of ECEC

Second survey wave





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Page 20: **Part G** Information on completion of the questionnaire

sample copy -  
please do not fill out and send!

# Questionnaire on the quality of ECEC

On behalf of the German Youth Institute (DJI), the SOKO Institute for Social Research and Communication is conducting a scientific study of the youth welfare offices. This questionnaire is part of the indicator-based monitoring of structural quality in the German early childhood education and care system (ERiK for short).

In this questionnaire, we are interested in your assessments. A survey of all youth welfare offices is planned for the study. Your support is of utmost importance for the success of the study.

Your data will only be evaluated in an anonymous form (i.e. without your name and address) and only summarised together with the other respondents' data. All data protection regulations are complied with in full.

## How to complete the questionnaire

- Mark the appropriate answers by putting a cross in the boxes provided.
- Enter the numbers or information requested in the empty fields provided.
- Take note of the instructions on how to respond to questions, e.g. Please only mark **one** response.
- Take note of instructions to skip questions, e.g. → **Go to Question 24.**
- The individual sections within the questionnaire can be answered by several different people.
- This questionnaire is addressed to you in your management function as the youth welfare office and not as a potential public provider of ECEC services.

If you have any questions or need help completing the questionnaire, please contact the SOKO Institute on +49 (0)521 5242-210. Alternatively, you can also contact us via e-mail ([erik@soko-institut.de](mailto:erik@soko-institut.de)).

**Thank you for your cooperation and for taking the time to answer our questions!**



Dr. Henry Puhe  
Scientific Director | SOKO Institute





## Part A | Organisation of the youth welfare office

1 Your youth welfare office is a ...

➤ Please only mark **one** response.

Youth welfare office in a town/city not associated with a county = *Stadtjugendamt*

County youth welfare office = *Kreisjugendamt*

Youth welfare office in a town/city/municipality associated with a county = *kreisangehöriges Jugendamt*

Youth welfare office of a city district (e.g. in Berlin) = *Bezirksjugendamt*

Youth welfare office in a town/city not associated with a county (*Stadtjugendamt*)

Youth welfare office in a rural district (*Landkreis*)

Youth welfare office in a town/city/municipality associated with a county (*kreisangehörige Stadt/Gemeinde*)

Youth welfare office of a city district (*Bezirksjugendamt*)

2 Who is mainly responsible for the following aspects of ECEC?

➤ Please provide a response in **each** row.

	Youth welfare office is responsible.	Responsibility does not lie with the youth welfare office (e.g. with the municipality, provider, district administration (Landratsamt), etc.).
ECEC needs planning	<input type="radio"/>	<input type="radio"/>
Pedagogical supervision of public providers' ECEC centres	<input type="radio"/>	<input type="radio"/>
Pedagogical supervision of publicly registered family day-care workers	<input type="radio"/>	<input type="radio"/>
Issue of childcare permits to family day-care workers	<input type="radio"/>	<input type="radio"/>
Complaint management for ECEC matters	<input type="radio"/>	<input type="radio"/>
Quality assurance for ECEC centres and family day-care workers	<input type="radio"/>	<input type="radio"/>

3 Indicate the number of providers of ECEC centres in your youth welfare office administrative district as at **31 December 2021**. Differentiate between public and private providers.

➤ Do not include providers purely offering after-school care (for primary school children) here.

**Total number of providers:** \_\_\_\_\_

↳ Of which **public providers:** \_\_\_\_\_

↳ Of which **private providers:** \_\_\_\_\_

4 Is your youth welfare office itself also a provider of ECEC services?

Yes

No



5 Do the ECEC places available in your youth welfare office administrative district meet demand?

▶ Please provide a response in **each** row.

	Too few places	Sufficient places	Too many places	Does not apply
<b>Centre-based childcare:</b>				
Places for children under 3	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Places for children over 3 until school age	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Places for primary school children	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Family day-care:</b>				
Places for children under 3	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Places for children over 3 until school age	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Places for primary school children	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6 Are you planning to expand the ECEC services in your youth welfare office administrative district in the coming two years?

▶ Please provide a response in **each** row.

Half-day offers = up to 35 hours per week

Full-day offers = more than 35 hours per week

Extended care hours = Before 7:15 a.m. and/or until after 5 p.m. on at least one weekday

Yes

No

<b>Centre-based childcare:</b>		
Full-day offers for children under 3	<input type="radio"/>	<input type="radio"/>
Full-day offers for children over 3 until school age	<input type="radio"/>	<input type="radio"/>
Half-day offers for children under 3	<input type="radio"/>	<input type="radio"/>
Half-day offers for children over 3 until school age	<input type="radio"/>	<input type="radio"/>
Extended care hours	<input type="radio"/>	<input type="radio"/>
Holiday care services	<input type="radio"/>	<input type="radio"/>
<b>Family day-care:</b>		
Full-day offers for children under 3	<input type="radio"/>	<input type="radio"/>
Full-day offers for children over 3 until school age	<input type="radio"/>	<input type="radio"/>
Half-day offers for children under 3	<input type="radio"/>	<input type="radio"/>
Half-day offers for children over 3 until school age	<input type="radio"/>	<input type="radio"/>
Extended care hours	<input type="radio"/>	<input type="radio"/>
Holiday care services	<input type="radio"/>	<input type="radio"/>



**7** What data do you use for needs planning in your youth welfare office administrative district?

➤ Please provide a response in **each** row.

	Yes	No
Official statistics: state data (e.g. population data), municipal data	<input type="radio"/>	<input type="radio"/>
Other municipal data	<input type="radio"/>	<input type="radio"/>
Parent surveys	<input type="radio"/>	<input type="radio"/>
Provider surveys	<input type="radio"/>	<input type="radio"/>
Surveys of pedagogical staff at ECEC centres	<input type="radio"/>	<input type="radio"/>
Surveys of family day-care workers	<input type="radio"/>	<input type="radio"/>
Other data	<input type="radio"/>	<input type="radio"/>

**8** How often do you perform needs planning for your youth welfare office administrative district?

➤ Please only mark **one** response.

- Every year
- Every 2 years
- Every 3 years
- Every 4 years
- Every 5 years
- More than every 5 years

**9** What information is taken into account in the needs planning for your youth welfare office administrative district?

➤ Please provide a response in **each** row.

	Yes	No
Population development	<input type="radio"/>	<input type="radio"/>
Labour force participation rate	<input type="radio"/>	<input type="radio"/>
Place in an ECEC centre close to place of residence	<input type="radio"/>	<input type="radio"/>
Single parent rate	<input type="radio"/>	<input type="radio"/>
Social and spatial circumstances, situation in individual areas	<input type="radio"/>	<input type="radio"/>
Poverty rate	<input type="radio"/>	<input type="radio"/>
Proportion of parents with a migration background	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>



10 Do you coordinate the needs planning for ECEC services with one or more of the following planning bodies?

▶ Please provide a response in **each** row.

	Yes	No
Provider	<input type="radio"/>	<input type="radio"/>
Municipality	<input type="radio"/>	<input type="radio"/>
Youth welfare committee ( <i>Jugendhilfeausschuss</i> )	<input type="radio"/>	<input type="radio"/>
School development planning	<input type="radio"/>	<input type="radio"/>
Health care planning	<input type="radio"/>	<input type="radio"/>
Urban development	<input type="radio"/>	<input type="radio"/>
Construction planning	<input type="radio"/>	<input type="radio"/>
Federal youth welfare office	<input type="radio"/>	<input type="radio"/>
Social space planning	<input type="radio"/>	<input type="radio"/>

### Needs-based access to ECEC services | Part C

11 What criteria does your youth welfare office take into account when allocating ECEC places?

▶ Please provide a response in **each** row.

	Yes	No
Children facing hardship	<input type="radio"/>	<input type="radio"/>
Children of a single parent	<input type="radio"/>	<input type="radio"/>
Time since joining waiting list	<input type="radio"/>	<input type="radio"/>
Employment status of the legal guardian(s)	<input type="radio"/>	<input type="radio"/>
Siblings already at the ECEC centre / with the family day-care worker	<input type="radio"/>	<input type="radio"/>
Proximity of place of residence to the ECEC centre / family day-care worker	<input type="radio"/>	<input type="radio"/>
Parents' preferred ECEC centre/family day-care worker	<input type="radio"/>	<input type="radio"/>
Special commitment by the parents/guardians	<input type="radio"/>	<input type="radio"/>
Denomination/religious affiliation of child	<input type="radio"/>	<input type="radio"/>

→ Question 11 continues on page 8!



## Part C | Needs-based access to ECEC services

Question 11 cont.		
	Yes	No
Desired scope of care	<input type="radio"/>	<input type="radio"/>
Child's age	<input type="radio"/>	<input type="radio"/>
Child's support needs	<input type="radio"/>	<input type="radio"/>
Parents' affiliation with ECEC centre	<input type="radio"/>	<input type="radio"/>
The youth welfare office does not have a central procedure for allocating ECEC places.	<input type="radio"/>	<input type="radio"/>

12	Are special support measures available for ECEC centres in your youth welfare office administrative district that are located in socio-economically deprived areas?
<p>Socio-economically deprived areas are environments surrounding ECEC centres that are characterised by specific social problems and difficult living conditions.</p> <p>Yes</p> <p>No → Go straight to Question 14.</p> <p>Does not apply → Go straight to Question 14.</p>	

13	What support measures does your youth welfare office offer ECEC centres located in socio-economically deprived areas?																														
<p>▶ Please provide a response in <b>each</b> row.</p>																															
<p>Socio-economically deprived areas are environments surrounding ECEC centres that are characterised by specific social problems and difficult living conditions.</p>																															
	<table> <tr> <th></th> <th>Yes</th> <th>No</th> </tr> <tr> <td>Increased personnel resources</td> <td><input type="radio"/></td> <td><input type="radio"/></td> </tr> <tr> <td>Financial support (lump sum)</td> <td><input type="radio"/></td> <td><input type="radio"/></td> </tr> <tr> <td>Increased time resources for leadership tasks</td> <td><input type="radio"/></td> <td><input type="radio"/></td> </tr> <tr> <td>Financial support through higher cost assumption per place</td> <td><input type="radio"/></td> <td><input type="radio"/></td> </tr> <tr> <td>Financial support for individual services or material costs, e.g. assumption of costs for support services, room equipment</td> <td><input type="radio"/></td> <td><input type="radio"/></td> </tr> <tr> <td>Priority funding in a municipal/state/federal programme</td> <td><input type="radio"/></td> <td><input type="radio"/></td> </tr> <tr> <td>Interpreter</td> <td><input type="radio"/></td> <td><input type="radio"/></td> </tr> <tr> <td>Specialist intercultural services</td> <td><input type="radio"/></td> <td><input type="radio"/></td> </tr> <tr> <td>Other</td> <td><input type="radio"/></td> <td><input type="radio"/></td> </tr> </table>		Yes	No	Increased personnel resources	<input type="radio"/>	<input type="radio"/>	Financial support (lump sum)	<input type="radio"/>	<input type="radio"/>	Increased time resources for leadership tasks	<input type="radio"/>	<input type="radio"/>	Financial support through higher cost assumption per place	<input type="radio"/>	<input type="radio"/>	Financial support for individual services or material costs, e.g. assumption of costs for support services, room equipment	<input type="radio"/>	<input type="radio"/>	Priority funding in a municipal/state/federal programme	<input type="radio"/>	<input type="radio"/>	Interpreter	<input type="radio"/>	<input type="radio"/>	Specialist intercultural services	<input type="radio"/>	<input type="radio"/>	Other	<input type="radio"/>	<input type="radio"/>
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Specialist intercultural services	<input type="radio"/>	<input type="radio"/>																													
Other	<input type="radio"/>	<input type="radio"/>																													





14 Are there any regulations in your youth welfare office administrative district regarding the size of the indoor and outdoor areas at ECEC centres?

➤ In some districts, these are regulated by the state requirements. In this case, indicate any stipulations above and beyond this.  
Please provide a response in **each** row.

	No, it's up to the providers.	No, there are state requirements.	Yes, namely ...
Space requirements for the <b>indoor space per child under 3</b>	<input type="radio"/>	<input type="radio"/>	m <sup>2</sup> : _____
Space requirements for the <b>indoor space per child over 3</b>	<input type="radio"/>	<input type="radio"/>	m <sup>2</sup> : _____
Space requirements for the <b>outdoor space per child under 3</b>	<input type="radio"/>	<input type="radio"/>	m <sup>2</sup> : _____
Space requirements for the <b>outdoor space per child over 3</b>	<input type="radio"/>	<input type="radio"/>	m <sup>2</sup> : _____

15 Does the youth welfare office offer subsidies for measures to ensure accessibility?

Yes

No → Go to Question 17.

16 What do the ECEC centres receive subsidies for to ensure accessibility?

➤ Please provide a response in **each** row.

	Yes	No
Structural adaptation	<input type="radio"/>	<input type="radio"/>
Technical equipment	<input type="radio"/>	<input type="radio"/>
Personnel resources	<input type="radio"/>	<input type="radio"/>
Training for the pedagogical staff	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>



## Part C | Needs-based access to ECEC services

17	Does your youth welfare office offer parents one or more of the following options to inform and advise them on ECEC?		
▶ Please provide a response in <b>each</b> row.			
	Yes, in German	Yes, in German and/or other languages	No
General information in the form of information in brochures and flyers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
General information on the internet	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Personal advice	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Support with the procedure to register for an ECEC place	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Support with the application for exemption from parental contributions for an ECEC place	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Information events on the ECEC offers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cooperation with refugee accommodation to support the parents living there	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Outreach work to support families receiving benefits pursuant to Book II of the German Social Code	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## Part D | Quality management in ECEC and the role of the youth welfare office

18	Which of the following goals is your youth welfare office currently pursuing for further development in the field of ECEC service quality?		
▶ Please provide a response in <b>each</b> row.			
	Yes, Yes, goal being pursued	No, goal already achieved	No development goal (at the current time)
Abolition of fees for all forms of ECEC	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sliding scale for fees for ECEC services based on social criteria	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Conclusion of a quality agreement with the providers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Establishment of municipal quality monitoring (systematic recording of ECEC quality characteristics)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Development of a municipal child welfare concept	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Expansion of the offices for expert advice	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



19 What channels can parents use to provide the youth welfare office with suggestions and criticisms about the ECEC services?

▶ Please provide a response in **each** row.

	Yes	No
Service hotline	<input type="radio"/>	<input type="radio"/>
"Complaints box" (in writing/via e-mail)	<input type="radio"/>	<input type="radio"/>
Regular consultation hours	<input type="radio"/>	<input type="radio"/>
Discussion forums for an exchange between parents and ECEC centres	<input type="radio"/>	<input type="radio"/>
Other format	<input type="radio"/>	<input type="radio"/>

## Reporting | Part D

20 Does the youth welfare office district regularly prepare reports on ECEC services?

All forms of reporting are meant here, e.g. education reports, social reports, quality reports for ECEC centres, etc.

Yes

No → Go to Question 24.

21 Are the reports publicly available?

▶ Please provide a response in **each** row.

	Yes	No
Print version	<input type="radio"/>	<input type="radio"/>
Online	<input type="radio"/>	<input type="radio"/>

22 How often are reports prepared (e.g. education report on the situation of all children)?

▶ Please only mark **one** response.

Every year

Every 2 years

Every 3 years

Every 4 years

Every 5 years

More than every 5 years



## Part D | Reporting

23 Which data sources are used/evaluated for reporting?		
▶ Please provide a response in <b>each</b> row.		
	Yes	No
Official statistics: state data (e.g. population data), municipal data	<input type="radio"/>	<input type="radio"/>
Other municipal data	<input type="radio"/>	<input type="radio"/>
Parent surveys	<input type="radio"/>	<input type="radio"/>
Children surveys	<input type="radio"/>	<input type="radio"/>
Provider surveys	<input type="radio"/>	<input type="radio"/>
Surveys of pedagogical staff at ECEC centres	<input type="radio"/>	<input type="radio"/>
Surveys of family day-care workers	<input type="radio"/>	<input type="radio"/>
Other data	<input type="radio"/>	<input type="radio"/>

## Part D | Quality assurance

24 What requirements does your youth welfare office set for quality assurance in the ECEC centres?		
▶ Please provide a response in <b>each</b> row.		
	Yes	No
Regular external evaluations(at least every 5 years) <small>External evaluations are third-party assessments conducted by external experts. They evaluate the work of the ECEC centres based on a selected procedure, e.g. by observing daily pedagogical activities, talking to management and pedagogical staff, or surveying parents.</small>	<input type="radio"/>	<input type="radio"/>
Regular internal evaluations(at least every 3 years) <small>Internal evaluations are a form of self-assessment. Centre management and the pedagogical staff use a structured procedure to reflect on and evaluate their own work as well as the work of the ECEC team.</small>	<input type="radio"/>	<input type="radio"/>
Quality seal or certificate	<input type="radio"/>	<input type="radio"/>
Regular on-site inspections by the youth welfare office	<input type="radio"/>	<input type="radio"/>
Mandatory further training for pedagogical staff	<input type="radio"/>	<input type="radio"/>
Regular support from an expert advisor	<input type="radio"/>	<input type="radio"/>
Parent surveys	<input type="radio"/>	<input type="radio"/>
Children surveys	<input type="radio"/>	<input type="radio"/>
Other forms of review	<input type="radio"/>	<input type="radio"/>

25 Which committees in your youth welfare office administrative district address quality issues in ECEC services (e.g. pedagogical concepts, quality management, evaluations, language support, etc.)?

➤ Please provide a response in **each** row.

	Yes	No
Youth welfare committee ( <i>Jugendhilfeausschuss</i> )	<input type="radio"/>	<input type="radio"/>
ECEC centre committee ( <i>Kita-Ausschuss</i> )	<input type="radio"/>	<input type="radio"/>
Family day-care committee ( <i>Kindertagespflege-Ausschuss</i> )	<input type="radio"/>	<input type="radio"/>
Working group pursuant to §78 of Book VIII of the German Social Code	<input type="radio"/>	<input type="radio"/>
Youth welfare planning	<input type="radio"/>	<input type="radio"/>
Parent representatives	<input type="radio"/>	<input type="radio"/>
Other local network(s)	<input type="radio"/>	<input type="radio"/>
Working group on the state level	<input type="radio"/>	<input type="radio"/>

26 Does your youth welfare office have a coordination body for ECEC quality?

A coordination body can be a steering group or network affiliated with the youth welfare office that coordinates and continuously accompanies the implementation of quality development at the providers and in the ECEC centres.

Yes

No

27 Does your youth welfare office organise regular meetings to exchange with representatives from the ECEC providers?

➤ Please only mark **one** response.

Yes, every year

Yes, every six months

Yes, once per quarter

No regular meetings (yet)

28 Are there any facilities such as family (parent/child) centres or similar in your youth welfare office administrative district where several social offers and pedagogical services cooperate?

➤ Please provide a response in **each** row.

	Yes	No
At public providers	<input type="radio"/>	<input type="radio"/>
At private providers	<input type="radio"/>	<input type="radio"/>

➔ If you indicated "No" in both rows, go straight to Question 30.



## Part D | Quality assurance

- 29 You have indicated that there are family (parent/child) centres or similar in your youth welfare office administrative district. How many such centres are there in total?

Number of centres: \_\_\_\_\_

## Part E | Staff and expert advice at ECEC centres

- 30 Does your youth welfare office encourage one or more of the strategies/measures listed below to recruit pedagogical staff for ECEC centres?

▶ Please provide a response in **each** row.

	Yes	No
Training integrated into daily practice	<input type="radio"/>	<input type="radio"/>
Option of retraining as a pedagogical staff member	<input type="radio"/>	<input type="radio"/>
Tuition fee exemption for training as a pedagogical staff member	<input type="radio"/>	<input type="radio"/>
Strategies/measures are only funded by the state.	<input type="radio"/>	<input type="radio"/>

## Part E | Expert advice for ECEC centres

- 31 Does your youth welfare office employ expert advisors for the ECEC centres?

Yes

No → Go to Question 35.

- 32 Are these expert advisors responsible for all ECEC centres or only for those operated by public providers?

Responsible for all ECEC centres

Only for the centres of public providers

- 33 How many people does your provider employ as expert advisors for the ECEC centres?

▶ Indicate the number of persons and the number of full-time positions.

Full-time position (100%) = 1.00; three-quarter-time position (75%)= 0.75; etc.

Number of staff: \_\_\_\_\_

Number of full-time positions: \_\_\_\_\_

- 34 How many ECEC centres are your provider's expert advisors responsible for in total?

Number of ECEC centres: \_\_\_\_\_

35 What is the minimum formal professional training required to work at an ECEC centre as an expert advisor?

▶ Please only mark **one** response.

- ☐ (University (of applied sciences) degree (e.g. in social pedagogy (*Dipl.- SozialpädagogIn*), social work (*Dipl.-SozialarbeiterIn*), education (*Dipl.-PädagogIn*), state-recognised childhood pedagogue (bachelor's/master's degree))  
Pedagogical training at vocational college level (e.g. as an educator (*ErzieherIn*), special needs care worker (*HeilpädagogIn*))  
No formal professional training necessary

36 What additional requirements must be met to work at an ECEC centre as an expert advisor?

▶ Please provide a response in **each** row.

	Yes	No
Further/advanced training as an expert advisor	<input type="radio"/>	<input type="radio"/>
Professional experience as a centre manager	<input type="radio"/>	<input type="radio"/>
Professional experience as a member of pedagogical staff at an ECEC centre	<input type="radio"/>	<input type="radio"/>
Professional experience in the field of social pedagogy outside of the ECEC sector	<input type="radio"/>	<input type="radio"/>
Other requirement(s)	<input type="radio"/>	<input type="radio"/>

## Tasks of the expert advisor | Part E

37 Which of the following advisory tasks do your youth welfare office's expert advisors assume for the ECEC centres?

▶ Please provide a response in **each** row.

	Yes	No
Concept and quality development	<input type="radio"/>	<input type="radio"/>
Development of quality assurance systems	<input type="radio"/>	<input type="radio"/>
Public relations	<input type="radio"/>	<input type="radio"/>
Formulation of educational goals	<input type="radio"/>	<input type="radio"/>
Organisation of further/advanced training	<input type="radio"/>	<input type="radio"/>
Implementation of further/advanced training	<input type="radio"/>	<input type="radio"/>
Involvement in external evaluations in ECEC centres	<input type="radio"/>	<input type="radio"/>
Advice on personnel matters	<input type="radio"/>	<input type="radio"/>
Advice on funding programmes	<input type="radio"/>	<input type="radio"/>



## Part E | Centre management

38 Does your youth welfare office offer one or more of the following measures to support centre management?

➤ Please provide a response in **each** row.

	Yes	No
Management circle for managers from all providers	<input type="radio"/>	<input type="radio"/>
Special further/advanced training for managers from all providers in the fields of organisational management, personnel management	<input type="radio"/>	<input type="radio"/>
Provision of municipal funding for additional time resources for management tasks	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>

39 Does your youth welfare office organise regular meetings to enable centre managers to exchange among themselves (e.g. on pedagogical concepts, quality management, evaluations, language support in the centres, etc.)?

➤ Please only mark **one** response.

- Yes, every year
- Yes, every six months
- Yes, once per quarter
- No regular meetings (yet)

## Part F Staff and expert advice in family day-care facilities

40 Were there any family day-care workers active in your youth welfare office administrative district as at **31 December 2021**?

Family day-care workers are “active” when they hold a childcare permit pursuant to §43 of Book VIII of the German Social Code (SGB VIII) and are currently caring for children pursuant to §22 and §23 SGB VIII.

Yes

No → [Go to Question 43.](#)

41 How many family day-care workers hold a childcare permit and were active as at **31 December 2021**?

Family day-care workers are “active” when they hold a childcare permit pursuant to §43 of Book VIII of the German Social Code (SGB VIII) and are currently caring for children pursuant to §22 and §23 SGB VIII.

Number of family day-care workers: \_\_\_\_\_

42 How many new childcare permits did your youth welfare office issue in the last calendar year?

Number of new childcare permits: \_\_\_\_\_





43 What are the requirements for the granting of a childcare permit?

➤ Please only mark **one** response for each.

**Qualification course:**

- Less than 100 teaching hours
- 100 to 159 teaching hours
- 160 to 299 teaching hours
- 300 or more teaching hours

**Mandatory internship:**

- Yes, with another family day-care worker
- Yes, at an ECEC centre
- No mandatory internship required

44 Do persons with pedagogical training have to complete a qualification course in family day-care in order to obtain a childcare permit?

➤ Please only mark **one** response.

- Yes, the entire qualification course must be completed.
- Yes, a short version of the qualification course must be completed.
- Pedagogical professionals are not required to complete a qualification course.

45 What requirements does your youth welfare office set for the qualification of family day-care workers at larger family day-care facilities (room cooperative or cooperation between family day-care workers)?

➤ Please only mark **one** response.

- ☐ At least one family day-care worker at a larger family day-care facility must be a qualified pedagogical staff member
- ☐ Qualification of all family day-care workers as pedagogical staff members at the larger family day-care facility
- ☐ Additional qualification specifically for the larger family day-care facility
- ☐ No additional training required to work in a larger family day-care facility

## Remuneration | Part F

46 What basic rate does the youth welfare office pay self-employed family day-care workers?

The basic rate is the gross hourly rate (in EUR) that a family day-care worker receives per child (support funding).

Basic rate: \_\_\_\_\_

47 Does the remuneration provided by the youth welfare office depend on the qualifications of the respective family day-care worker?

- Yes
- No



## Part F | Support for family day-care workers

48 Does your youth welfare office offer family day-care workers the following support services?

➤ Please provide a response in **each** row.

	Yes	No
Regular exchange with other family day-care workers (networking events, peer consultation)	<input type="radio"/>	<input type="radio"/>
Work shadowing in other family day-care facilities	<input type="radio"/>	<input type="radio"/>
Regular exchange with ECEC centres	<input type="radio"/>	<input type="radio"/>
Work shadowing in an ECEC centre	<input type="radio"/>	<input type="radio"/>
Regular exchange in regional working groups	<input type="radio"/>	<input type="radio"/>
Work shadowing of family day-care workers by staff from ECEC centres	<input type="radio"/>	<input type="radio"/>
Supervision	<input type="radio"/>	<input type="radio"/>
Further/advanced training	<input type="radio"/>	<input type="radio"/>
These tasks are delegated to a day-care association or private provider.	<input type="radio"/>	<input type="radio"/>

## Part F | Expert advice for family day-care workers

49 Does your youth welfare office employ expert advisors for the family day-care workers?

Yes

No → Go to Question 53.

50 How many people does your provider employ as expert advisors for the family day-care workers?

➤ Indicate the number of persons and the number of full-time positions.

Full-time position (100%) = 1.00; three-quarter-time position (75%) = 0.75; etc.

Number of staff: \_\_\_\_\_

Number of full-time positions: \_\_\_\_\_

51 How many family day-care workers are your provider's expert advisors responsible for in total?

➤ Indicate the number of family day-care workers active in your youth welfare office administrative district.

Number of family day-care workers: \_\_\_\_\_

52 Which of the following tasks are the expert advisors for family day-care employed by the youth welfare office responsible for?

▶ Please provide a response in **each** row.

	Yes	No
Individual support for family day-care workers	<input type="radio"/>	<input type="radio"/>
Advice on pedagogical matters	<input type="radio"/>	<input type="radio"/>
Aptitude test	<input type="radio"/>	<input type="radio"/>
Supervision	<input type="radio"/>	<input type="radio"/>
Organisation and further development of substitution arrangements	<input type="radio"/>	<input type="radio"/>
Organisation of an experience exchange among family day-care workers	<input type="radio"/>	<input type="radio"/>
Organisation of an experience exchange between family day-care workers and ECEC centres	<input type="radio"/>	<input type="radio"/>
Advice on and organisation of further/advanced training for family day-care workers	<input type="radio"/>	<input type="radio"/>
Implementation of further/advanced training for family day-care workers	<input type="radio"/>	<input type="radio"/>
Mediation/implementation of the basic qualification	<input type="radio"/>	<input type="radio"/>
External evaluation of the work of family day-care workers	<input type="radio"/>	<input type="radio"/>
Advice for parents	<input type="radio"/>	<input type="radio"/>
Advice for all providers, e.g. legal advice, employment advice, larger ECEC centres, etc.	<input type="radio"/>	<input type="radio"/>

53 Does the youth welfare office implement/commission the following quality assurance measures for its family day-care workers?

▶ Please provide a response in **each** row.

	Yes	No
Regular home visits	<input type="radio"/>	<input type="radio"/>
Regular renewal of the childcare permit	<input type="radio"/>	<input type="radio"/>
Mandatory further/advanced training for family day-care workers	<input type="radio"/>	<input type="radio"/>
Regular evaluations	<input type="radio"/>	<input type="radio"/>
Other forms of review	<input type="radio"/>	<input type="radio"/>



## Part G Information on completion of the questionnaire

54 Was one person mainly responsible for answering the questions?

Yes, me.

Yes, another person.

No

55 How many people in total helped to complete this questionnaire?



If you completed the questionnaire alone, please enter 1.

If you completed the questionnaire together with three other people, for example, please include yourself in the total and enter "4".

Number of staff: \_\_\_\_\_

56 What is today's date?

Day / Month: \_\_\_\_\_

57 An ERiK-Survey was already conducted of the youth welfare offices back in 2020. Did your youth welfare office participate in the ERiK-Survey 2020?

Yes

No

Don't know

Thank you for completing the questionnaire!



### Legal information

SOKO Institut, Voltmannstraße 271, 33613 Bielefeld

Contact persons: Tanah Homann, Frederik Knirsch

Contact details:

Telephone: +49 (0)521 5242 210 | E-mail: [erik@soko-institut.de](mailto:erik@soko-institut.de)