



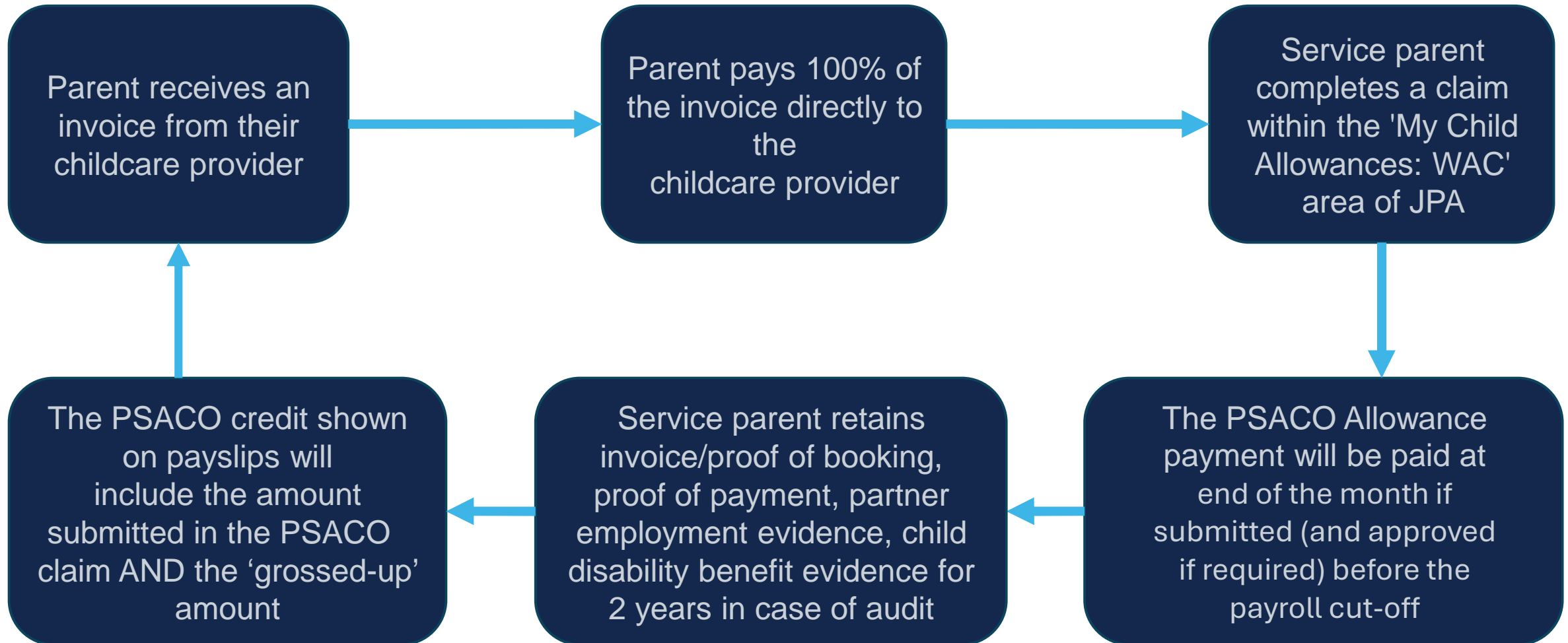
Ministry  
of Defence

# Primary School Aged Childcare Overseas (PSACO) Allowance

## How to claim

## Before submitting a claim for the PSACO Allowance, you must:

- Check if the PSACO Allowance will best support your family financially. Read the PSACO Allowance information and resources on the Defence Childcare Information Page on [defnet](#) or [Defence Connect](#) or search 'PSACO Allowance' on the [Discover my Benefits](#) website.
- Complete the PSACO Allowance registration form in the 'My Child Allowances – WAC' area of JPA.



# Further information about your claim

- ➔ The PSACO Allowance can only be claimed for childcare used from the effective date shown on the PSACO registration within JPA.
- ➔ **Personnel must make sure they have enough money to pay their first payment to their chosen provider** without causing financial difficulty. The refunds will always be paid in arrears.
- ➔ **The following must be kept as evidence for audit for 2 years** from the date of claim:
  - Invoices (or equivalent).
  - Proof of payment to provider.
  - Partner employment evidence (if applicable).
  - Evidence of child receiving UK disability benefits (if applicable).
- ➔ A Self-Service User Guide (SSUG) to explain how to submit PSACO Allowance claims, step by step, can be found on the Defence Childcare Information Page on [defnet](#) and [Defence Connect](#)

## Find out how much you can claim

Use the [Discover My Benefits](#) PSACO Allowance calculator to find out how much you could claim.\*

Add your invoice details to find out how much you could be eligible to claim.

\*completing the calculator in Discover My Benefits is not submitting a claim. All claims are submitted on JPA.

# PSACO Allowance capped hourly rates

The PSACO Allowance is capped at the average hourly rates for England included in the [Coram Childcare Survey](#) which is then adjusted using the LOA formula. The capped rates will be updated on 15 August each year. This will affect PSACO claims, SP should be aware that the amount that they can claim may go up or down at this point.

- **Schools** Includes registered wraparound childcare provided in a group setting by professionals who are not the child's parent or carer. For example, providers may be run by private companies, nurseries, schools, sports and youth clubs, or voluntary organisations such as charities.
- **Childminders** A childminder is a registered child carer who works with children for more than two hours a day in their own home. This maximum hourly rate also includes registered nannies. It excludes all types of informal childcare (e.g. grandparents, friends, babysitters).

For detailed policy information search 'PSACO Allowance' at [DINs Search](#) (defnet) or [Group: Defence Instruction Notices - DIN's | Defence Connect](#).