



Personal Tax

Child Tax Credit

In April 2003 the Child Tax Credit and Working Tax Credit started. This factsheet explains whether you or your spouse/partner are entitled to the Child Tax Credit and the childcare element of the Working Tax Credit.

Claims for the Working Tax Credit other than the childcare element are not covered in detail here. It is aimed at low income workers (broadly families with an income of less than £13,000 a year). But as the amount of Child Tax Credit may be dependent on the potential benefits payable under the Working Tax Credit, you may need to look at the benefits under the Working Tax Credit system. The rates of Working Tax Credits are shown as an appendix to this factsheet.

The credit and the childcare element of the Working Tax Credit are paid direct to the main carer, usually the mother.

Claiming Child Tax Credit

Who makes the claim?

Couples must make a joint tax credits application. If you are part of a couple, you cannot decide to apply as a single person. A couple is:

- a man or a woman who are married and living together, or
- a man and a woman living together as if they are married.

The income of couples (married or unmarried couples living together as husband and wife) must be added together for the threshold tests below.

Qualifying child

Child Tax Credit is for people who are legally responsible for at least one child or qualifying young person. (See appendix.)

The Childcare Element of the Working Tax Credit

Who makes the claim?

To apply for the childcare element, lone parents must work 16 hours or more per week. Couples can apply if:

- both work 16 hours or more per week; or
- one of you works 16 hours or more per week **and** the other receives a disability benefit or an invalid carriage because he or she has a disability.

Qualifying child

The child or children you are claiming for must be under

the qualifying age. (See appendix.)

What type of childcare?

Payments must be made to a 'childcare provider'. (See appendix.)

How Much are These Credits Worth?

This depends on your circumstances.

The basic 'family' element of the Child Tax Credit is £545 p.a. The Child Tax Credit rises to £1,090 for the first 12 months after a child is born (the baby addition). These are the figures for both 2003/04 and 2004/05. But you may receive less than this if your family income is above £50,000 (see income tests below).

And you may receive more than this if your family income is somewhat less than £50,000 due to other elements of the Child Tax Credit and/or if you pay qualifying childcare costs.

Income tests – for basic 'family' element

The basic 'family' element of the Child Tax Credit is payable until income exceeds a threshold of £50,000 p.a. of annual income at which point it is tapered away at the rate of £1 for every £15 of further income. This gives a cut off point of £58,175.

The basic Child Tax Credit payable in the year a child is born is also paid in full until income exceeds a threshold of £50,000 p.a. The effect of the taper at the rate of £1 for every £15 of further income gives a cut off point of £66,350.

Amounts and Income Tests - For Full Child Tax Credit

To compute the full potential Child Tax Credit the following credits are added to the Working Tax Credit but then may be reduced by the level of your family income:

	2004/05 Annual
Child element per child	1,625
Disabled child	2,215
Severely disabled	890
Family (one only)	545
Baby addition (one only)	545

Childcare costs are added to the above rates at a rate of 70% of eligible costs to maximum eligible costs of £135 per week (£200 if two or more children).



Personal Tax

Child Tax Credit

The annual income threshold for the full Child Tax Credit and childcare costs is £5,060 (£97.00 per week) with a reduction of 37p for every extra £1 of income.

Example

Oscar and Izzy work full time and have two children. Oscar has self employment income of £10,400 p.a. and Izzy is employed with income of £26,000 p.a. They pay eligible childcare costs of £180 per week.

Their entitlement to Working Tax Credit/ Child Tax Credit in 2004/05 is:

	£
Basic (Working Tax Credit)	1,570
Couple addition (Working Tax Credit)	1,545
30 hours per week (Working Tax Credit)	640
Childcare 70% of £180 x 52 weeks	6,552
Child Tax Credit - 2 children @ £1,625	3,250
Child Tax Credit - Family element	545
	14,102
Less (10,400 + 26,000 - 5,060) @ 37%	(11,596)
Child Tax Credit	£2,506

Which Year's Income?

The initial claim to Child Tax Credit for 2004/05 is based on income for the tax year 2003/04. So, for example it includes the taxable business profits or employment income as stated in your tax return for that year. Other income is also included to the extent that it exceeds £300.

Personal Pension Plan contributions and Gift Aid payments (gross amounts) are deductible.

There are other special rules but adding together your 'family' income on this basis will give you an idea as to whether it is worthwhile making a claim.

For those who received credits in 2003/04, the expected deadline for filing renewal forms has been extended from 6 July 2004 to 30 September 2004.

But please note the amount of tax credit can change if your income in the year to 5 April 2005 is different from your income in the year to 5 April 2004. If the income for the later year is more than £2,500 higher than income in the initial claim, then you may end up with less tax credit.

Renewals Process

There will be two methods used by the Revenue for the renewals process:

automatic review

This type of review will occur where the claimant is only entitled to the family element.

The claimants will receive an annual review and will automatically continue to receive the benefits of the family rate. Care will have to be taken to ensure the claimant is still entitled to the tax credit. In some circumstances the claimants may be required to complete a declaration of income to be submitted.

reply required reviews

This type of review will occur where the claimant is entitled to an amount in addition to the family element of child tax credit, or has expected income in excess of £50,000.

The claimant will have to make an annual declaration to the Revenue detailing their actual income position.

Protective Claims

The initial claim for 2004/05 is based on income of 2003/04. However, the final credit to which a family is entitled is based on the actual income for 2004/05. Of course, you do not know your eventual income in the year to 5 April 2005, and, as there is only a limited amount of backdating to entitlement to a claim, it may be best to make a claim now.

A claim can only be backdated by three months. This means that a claim for 2004/05 made on 6 August 2004 can only be backdated to 6 May.

Protective claims are likely to be of most interest to people with children whose income levels are variable perhaps because they are self employed or because there is the threat of redundancy.



Personal Tax

Child Tax Credit

How Do I Claim?

The tax credits website (www.inlandrevenue.gov.uk/taxcredits) allows people to make their claim on-line. It also gives more information on the various elements of the tax credits and the opportunity to go through a quick calculation that gives an indication of what you might be entitled to.

If you would prefer to make a paper-based claim, you can telephone a helpline (0845 300 3900) and ask for a claim pack.

How We Can Help You

As the claim has to be made jointly by you and your spouse/partner, we can only make claims on your behalf if each of you has previously signed a form authorising us to act.

If we do not currently act for your spouse/partner we will need a form to be signed. Please contact us if you want us to act for your spouse/partner and we will send you the appropriate form. If you do not wish us to formally act we are still available to provide any advice you need.

Appendix

Working Tax Credits rates - 2004/05

	Annual £
Basic	1,570
Couple / lone parent addition	1,545
Working 30+ hours per week add	640
Disabled worker	2,100
Severe disability	890
Aged 50+ working 16-29 hours	1,075
Aged 50+ working 30+ hours	1,610

Qualifying child for Child Tax Credit

Child Tax Credit is for people who are legally responsible for at least one child or qualifying young person.

- A child is a person aged under 16 or until the 1st September after that child's 16th birthday.
- A young person is a person aged 16, 17 or 18 who is in full time education, normally studying at school or college for at least 12 hours a week for a qualification, at or below NVQ Level 3, A Level or Scottish Highers.

Qualifying child for childcare element of the Working Tax Credit

The child or children you are claiming for must be under the qualifying age. For the childcare element that age is from birth up to 1st September following the child's 15th birthday.

If:

- the child is registered blind or
- the child has been taken off the blind register within the last 28 weeks or
- you receive Disability Living Allowance on behalf of that child,

the qualifying age is from birth up to 1st September that follows the child's 16th birthday.

Childcare provider

You can apply for the costs of childcare arrangements if the childcare provider is:

- a registered childminder, nursery or playscheme or
- an out of hours club on school premises run by the school or Local Authority or
- a childcare scheme run on Government property or
- a childcare scheme run by an approved provider. For example, an out of school hours scheme. Your scheme will be able to tell you whether they are approved.

You cannot apply for the costs of any childcare arrangement that does not fit into one of the above categories. The childcare provider must have a registration number which is provided by the Local Authority when they are approved.

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