

Patient information factsheet

Registering your baby's birth and claiming child benefit (in response to COVID-19)

We have written this factsheet to give you more information about registering your baby's birth and obtaining a birth certificate. This information has been updated in response to the COVID-19 pandemic. We hope it will help to answer some of the questions you may have.

When do I register my baby's birth?

Usually you must register your baby's birth within 42 days (six weeks) of the birth. However, in line with the General Register Office directive, all birth registrations are suspended until further notice. It is not possible to obtain a birth certificate until the Register Office has re-opened.

Child benefit applications

If you are not able to register the birth of your baby because of COVID-19, you can still apply for child benefit (if you are eligible). Please visit www.gov.uk for more information and to download the application form. You will need to complete a CH2 claim form and send it to the Child Benefit Office to begin the claims process. Due to the COVID-19 pandemic, the government are currently being flexible about when the birth certificate needs to be supplied.

Where do I register my baby's birth?

Depending on when your baby is due, it is possible that restrictions may be lifted and normal services may resume before your baby is born. It is therefore important that you are aware of the usual advice given to new parents about who can register your baby's birth and the information you will be required to give when this service resumes. Please visit www.gov.uk/register-birth when your baby's birth is due for more information.

When normal services resume, you must book an appointment to register your baby's birth at your local register office. If your baby was born at the Princess Anne Hospital, or if you had a home birth at an address within the Southampton City Council boundary, you should register your baby's birth at Southampton Register Office.

If your baby was born at the Princess Anne Hospital, but you don't live in the city, you can register your baby's birth at one of the smaller local register offices in the Hampshire registration district:

- Romsey
- Totton
- Ringwood
- Fareham
- Eastleigh
- Droxford
- Winchester
- Portsmouth

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Contact us

If you have any further questions or concerns, please speak to your midwife or visit www.southampton.gov.uk/register-a-birth

For a translation of this document, or a version in another format such as easy read, large print, Braille or audio, please telephone **023 8120 4688**.

For help preparing for your visit, arranging an interpreter or accessing the hospital, please visit www.uhs.nhs.uk/additionalneeds