

# Information of admission to Jido Club during summer holidays in fiscal year 2024

## ●To guardians

In Toyokawa city, the number of children using after school Jido Club is increasing with enlargement of eligibility. For this reason, temporary use of Jido Club during summer holidays by many children is expected. From safety and facilities capacity point of view, accepting all applicants is currently very difficult. Taking safety and facilities matter into consideration (Securing space for child's activity etc.), Jido Club will try to accept as many children as possible. However, please understand that depending on the number of applicants, admission to Jido Club may not be available even for child in lower grade. Households which can get help of grandparents etc. are asked to refrain from applying.

## ◆Application period/Hour/Place

<b>Application Period</b>	<b><u>From May 17 (Fri.) to May 23 (Thu.), 2024</u></b> <b><u>(Except May 18 (Sat.), 2024)</u></b> *Note: Application cannot be accepted after this period.
<b>Hour</b>	<ul style="list-style-type: none"> <li>• Weekdays from May 17 (Fri.) to May 23 (Thu.): 8:30 am – 5:15 pm</li> <li>• May 18 (Sat.): Not available.</li> <li>• May 19 (Sun.): 9:00 am - noon</li> </ul>
<b>Place</b>	<b>Child Rearing Support Division (Toyokawa City Hall Main Bldg. 1F)</b> *Application by postal mail or fax is not available.

\*For fair admission examination, please note that application cannot be accepted if all the required application documents are not prepared (Confirm page 3: "3. Application method (1) (2)").

\*Application documents are available at Child Rearing Support Division (Kosodate Shien Ka), respective Jido Clubs or on City HP. It is recommended to prepare necessary documents in advance.

\*Notification letters of admitted / not admitted are planned to be sent in the beginning of July, 2024.

\*Please understand that admission may not be available in case of many applicants.

## 1. Desired admission period / Hour / Closed days

### ● Desired admission period: Choose (1), (2) or (3) below.

(1) From July 22 (Mon.) to July 31 (Wed.), 2024

(2) From August 1 (Thurs.) to August 30 (Fri.), 2024

(3) From July 22 (Mon.) to August 30 (Fri.), 2024

\*On the admission examination, there should not be any favor depending on the choice of desired admission period ((1) – (3)).

\*Please note that changing admission period is not available after application period for assuring appropriate acceptance system.

### ● Open hour: 8:00 am – 6:00 pm

\*Extended hour till 7:00 pm is available for person requiring the service due to work etc. (Additional 1,000 yen per month is necessary. See page 5: "9. Using extended hour".)

\*Considering the start of working hours of guardians, morning extended hour service (Moving up the acceptance hour to 7:45 am) is implemented.

### Closed day:

(1) Saturday and Sunday

(2) During "Obon" period (From August 13 to August 15)

(3) Other days which the mayor recognized to be necessary (When storm alert etc. is announced, in case of disaster occurrence etc.)

## 2. Requirements

Child being in elementary school in Toyokawa whose guardians are not at home during the day due to work etc. and the child is adaptable to group life at Jido Club.

All guardians who live together with the child in the same house or live on the same residential site meet any of the following condition of (1) and (2), and are not at home during the day.

\*"Guardian" means father, mother, and grandparents (aged 69 years and younger).

In case that grandparent's birthday is on April 1, 1955 and before = Not necessary to attach documents such as certificates

In case that grandparent's birthday is on April 2, 1955 and after = Necessary to attach documents such as certificates.

**\*In case of grandparents, living in another household on the same residential site is regarded as living together.**

### Guardian's Requirements

A: Employed (Full time or part time)	Guardians who work more than 3 days per week except weekend and are at work more than 3.5 hours while Jido Club is open.
B: Self-employed	Guardians who work more than 3 days per week except weekend and are at work more than 3.5 hours while Jido Club is open.
C: Agriculture, forestry and fisheries	Guardians who work more than 3 days per week except weekend and are at work more than 3.5 hours while Jido Club is open. Not for consumption at home, but selling the product and making a profit.
D: Received unofficial job offer.	Planning to work more than 3 days per week except weekend and be at work more than 3.5 hours while Jido Club is open. Work place is not at home or in another building. If the guardian has not started working on the day of admission, admission approval is canceled. *Except being on leave of absence from work or job searching. Starting day of using the facilities is the day of starting working. (Example: In case of starting working on August 10, starting day of using the facilities is August 10.)
E: Sickness	Being hospitalized or recovering at home and childcare is difficult.
F: Disability	Due to physical / mental disabilities, childcare is difficult.
G: Nursing / Caring	Always nursing / caring a family member with sickness or physical / mental disabilities.
H: Study	Commuting to school more than 3 days per week except weekend and school hour is more than 3.5 hours while Jido Club is open.
I: Childbirth (Scheduled)	Being in prenatal or postnatal period (8 weeks in each period) *Except being on maternity leave.



### 3. Application method

Prepare all the documents of (1) and (2) and apply at Child Rearing Support Division (Kosodate Shien Ka).

\*Necessary documents are available at Child Rearing Support Division and respective Jido Clubs (Can be downloaded from City HP, too.).

#### (1) Application form of Jido Club (1 per child)

\*In case that the child has physical / mental disabilities, make sure to write it on the application form. You may be requested to attach Disability Certificate (Shogaisha Techo) or certifying documents issued by relevant organization such as medical institution which explain the person's disability condition.

#### (2) Certificate of employment etc.

\*Depending on the reason for application, required documents differ as below on the table.

Documents of all the members are necessary who live together with the child or live on the same residential site (father, mother, grandparents aged 69 years and younger). (In case of siblings applying together, write children's name next to each other so that one certificate of employment etc. will do for a household.)

Reason for applying	Certificate of employment etc.
A: Employed (Full time or part time)	<p>●<b>Certificate of employment</b>            *For the certifying column, make sure that the employer fills in.            (Representative of the section or shop can also fill in.)            *If it is difficult to prove work days and hour by certificate of employment due to irregular work schedule or shift work, a copy of work record of approximately latest 2 months etc. may be required in addition.</p>
B: Self-employed (Sole proprietor / Business owner)	<p>●<b>Declaration form of being self-employed/working in agriculture, forestry and fisheries</b> (Describe the actual work conditions, farming products and farm land's size etc.) *If submitted documents cannot prove the type of work as self-employed (sole proprietor/business owner/person working in agriculture, forestry and fisheries etc.), additional documents may be required.</p>
C: Agriculture, forestry and fisheries	
D: Received unofficial job offer	<p>● <b>Previsional certificate of employment</b>            *For the certifying column, make sure that the employer fills in.            (Representative of the section or shop can also fill in.)            *Certificate of employment" needs to be newly submitted after being employed.</p>
E: Sickness	<p>●<b>Declaration of guardian's situation</b> (Guardian itself describes its situation.)            ◎In case of hospitalization: Copy of certificate of hospitalization or medical certificate etc. issued by medical institution (which indicates hospitalization period)            ◎In case of recovering at home: Copy of instruction document, certificate or medical certificate etc. issued by relevant organizations such as medical institution (which indicates the person's condition, medication period, and content of medication explaining the person is in the situation difficult for childcare.).</p>
F: Disability	<p>●<b>Declaration of guardian's situation</b> (Guardian itself describes its situation.)            ◎Copy of Disability Certificate (Shogaisha Techo) or certificates issued by medical institution which explain the person's disability condition</p>
G: Nursing / Caring	<p>●<b>Declaration of guardian's situation</b> (Guardian itself describes its situation.)            ◎Copy of Certificate of Kaigo Hoken (Long-time care insurance) which indicates nursing care level, or certificate or medical certificate issued by relevant organizations (with description of the person's condition and nursing care instructions)</p>
H: Study	<p>●<b>Declaration of guardian's situation</b> (Guardian itself describes its situation.)            ◎Copy of certificate of enrollment or student ID etc. (with enrollment period)            ◎Copy of study curriculum etc. (with lecture hour)</p>
I: Childbirth (Scheduled)	<p>●<b>Declaration of guardian's situation</b> (Guardian itself describes its situation.)            ◎Copy of "Boshi Techo" (Maternity passbook) or medical certificate etc. (with due date)</p>

#### 【Note】

\*Certificate with (●), means submission of original document (Documents need to have been issued within 3 months at the point of application.).

\*In case of not being able to confirm the person's employment condition, inquiries may be made to the company.

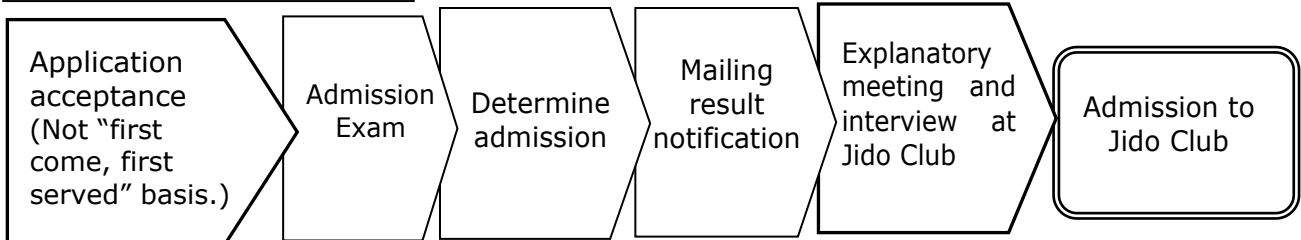
**In case of dishonesty such as forgery, the application is invalid** (Document forgery can be a crime.).

**\*For fair admission examination, please keep in mind that application is not acceptable if all the necessary documents are not prepared.**

#### **4 Admission examination**

- (1) **Depending on applications, there may be cases that all applicants cannot be accepted and even child in lower grades cannot be admitted. Based on selection index of Jido Club, child with higher index judged by its grade, guardian's working days and hours etc. is admitted sequentially.**
- (2) **In case that there are more than 2 Jido Clubs in the same elementary school district, the city determines a Jido Club for the child. Depending on the number of applicants, Jido Club for the child is determined for respective school year. Please understand.**
- (3) In case of finding false information with the content of submitted documents which can influence examination process, admission may be canceled.
- (4) If it is judged necessary for admission examination, inquiries may be made to relevant organizations such as nursery school, kindergarten, school, or rehabilitation facilities to which the child belonged in the past or is belonging currently.
- (5) If the fee for Jido Club remains unpaid, admission cannot be approved.

#### **5. Application process**



#### **6. Fee**

**\*The same sum is required in case of admission to or leaving Jido Club halfway in the month.**

	1st Child	2nd Child	From 3rd child after
From July 21 to 31	4,000 yen	3,000 yen	2,000 yen
From August 1 to 31	13,000 yen	9,500 yen	5,000 yen

- In case that siblings are admitted to Jido Club simultaneously, the youngest child is regarded as 1st child and 2nd , 3rd and after go likewise with age order.
- In case of using extended hour, 1,000 yen per month is additionally required to the fee above.
- For household on welfare or sigle parent family whose all members (father, mother, and grandparents <no age limitation> ) are exempted with resident tax for fiscal year 2022, the fee for July is 1,000 yen per child and that of August is 2,000 yen per child.
- Depending on the situation of recipient of "allowance for single parent family etc." the state of the family is confirmed (If the family did not have an address in Toyokawa as of January 1, 2023, documents which can prove tax exemption may be required.)

#### **7. Payment method**

●Payment method: Please pay the fee with notification (If the child's sibling is using Jido Club and registration of bank account transfer has already been done, the fee is deducted from the registered account. ).

●Payment deadline and date of account transfer: Fee for July = July 31 (Wed.); Fee for August = September 2 (Mon.)

**\*For the month of admission approval (including use of extended hour), the fee must be paid whether having used the service or not .**

## 8. Accident insurance

● Please make sure to join accident insurance to cope with unexpected injury during activities at Jido Club. \*It is preferable joining not only accident insurance but also damage compensation insurance which covers objective damage such as broken window etc. Property damage caused by child is to be compensated by the child's guardian unless Jido Club supporters etc. have faults.

## 9. Using extended hour

Child whose all the guardians cannot come for pick-up by 6:00 pm due to work etc., can apply for extended hour until 7:00 pm. If you need extended hour, please write necessary things on the column of extended hour on the application form of Jido Club.

- Requirements for using extended hour
  - (1) **Due to work etc., childcare after 6:00 pm is difficult for all guardians.**
  - (2) **Guardians etc. can surely pick up the child by 7:00 pm when Jido Club closes.**
- Fee for using extended hour
  - In case of applying for extended hour, 1,000 yen per month is additionally required per child to the regular fee.**
- Note
  - (1) In case that all the children who are registered on extended hour leave Jido Club before 6:00 pm, Jido Club may close during extended hour.
  - (2) In case of not being able to do pick-up at the point of 7:00 pm, further use of extended hour may not be available.

Please understand if use of Jido Club after 6:00 pm is found even once without application for extended hour (except the reasons caused by sudden things such as natural disaster etc.), registration for extended hour should be done immediately and the fee of extended hour for the month (1,000 yen per month) needs to be paid.

## 10. Drop-off and pick-up

- **Principally, drop-off and pick-up are done by guardians** (Except child directly going to Jido Club from school on school day.).
  - \*If guardians cannot do drop-off and pick-up, inform Jido Club in advance and let substitute person do drop-off and pick-up.
- **Jido Club opens at 8:00 am. You are asked to do drop-off after 8:00 am (Please let your child be accepted directly by Jido Club supporter.).**
- **Make sure to come by 6:00 pm for pick-up (by 7:00 pm in case of using extended hour).**
- **Please come for pick-up as soon as you finish your work etc.**
  - \*In case of siblings using Jido Club, please pick them up together.

## 11. Note

- Admission disapproval or cancellation may occur if either child or guardian meets following cases.
  - (1) Not being eligible for admission requirements.
  - (2) The child cannot go to Jido Club by itself after school on weekdays.
  - (3) Getting affected by infectious disease, or its possibility is noticed.
  - (4) Causing damage to other child or Jido Club supporter, or its possibility is noticed.
  - (5) Noticeable self-harm behavior
  - (6) Noticeably not following Jido Club supporter's instructions.
  - (7) Not paying the fee for Jido Club.
  - (8) Any other disturbances to management of Jido Club are noticed.

● **If the condition of the household does not meet admission requirements due to leaving work or change of family situation etc. , admission is canceled.**

● Jido Club is the place where children are taken care of in place of guardians who have difficulty in childcare due to work etc. **If it is your day off, please spend the day for your family without attending Jido Club. In addition, for enjoying group life at Jido Club safely, please talk also at home about how to spend time at Jido Club by following rules and Jido Club supporter's instructions etc. Your cooperation is asked.**

## 12. Jido Club of Toyokawa

●Jido Club organized by Toyokawa City (ES: Elementary School)

	Name	Location		Name	Location
1	Toyokawa Dai 1	Toyokawa ES	21	Ko Dai 1	Seibu Chiiki Fukushi Center
2	Toyokawa Dai 2	Toyokawa ES	22	Ko Dai 2	Seibu Chiiki Fukushi Center
3	Tobu Dai 1	Tobu ES	23	Ko Dai 3	Seibu Chiiki Fukushi Center
4	Tobu Dai 2	Tobu ES	24	Ko Dai 4	Seibu Chiiki Fukushi Center
5	Sakuragi Dai 1	Sakuragi Jidokan	25	Sakuramachi Dai 1	Sakuramachi ES
6	Sakuragi Dai 2	Sakuragi ES	26	Sakuramachi Dai 2	Sakuramachi ES
7	Sanzogo Dai 1	Sanzogo Jidokan	27	Goyu Dai 1	Goyu Jidokan
8	Sanzogo Dai 2	Honno Fureai Hall	28	Goyu Dai 2	Shinchoku Shukaijyo Goyu ES
9	Sanzogo Dai 3	Honno Fureai Hall	29	Tenno	Tenno ES
10	Chigiri	Chigiri ES	30	Daida Dai 1	Daida ES
11	Ushikubo Dai 1	Ushikubo Jidokan	31	Daida Dai 2	Daida ES
12	Ushikubo Dai 2	Ushikubo ES	32	Daida Dai 3	Daida ES
13	Chubu Dai 1	Chubu ES	33	Kanaya	Kanaya ES
14	Chubu Dai 2	Next to Chubu ES	34	Yutaka Dai 1	Yutaka ES
15	Chubu Dai 3	Next to Chubu ES	35	Yutaka Dai 2	Yutaka ES
16	Hachinan Dai 1	Hachinan Jidokan	36	Ichinomiya-tobu	Ichinomiya-tobu ES
17	Hachinan Dai 2	Hachinan Jidokan	37	Ichinomiya-nanbu	Ichinomiya-nanbu ES
18	Hachinan Dai 3	Hachinan ES	38	Hagi	Hagi ES
19	Hirao Dai 1	Hirao ES	39	Nagasawa	Nagasawa ES
20	Hirao Dai 2	Hirao Cho Kominkan	40	Akasaka	Akasaka ES
			41	Mito-hokubu	Hiroishi Jidokan

\*Depending on applications, Jido Club which is in the neighboring school district may be prepared for applicants.

\*Please refrain from calling elementary schools for further information.

\*The content written on this guide is subject to change.

### CONTACT Toyokawa, City Hall

Child Rearing Support Division (Kosodate Shien Ka, Kosodate Shien Gakari)

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HP : <http://www.city.toyokawa.lg.jp/kosodate/shochugakko/jidoclub.html>