

Club Fee

Basic fee	:	¥4,000/month
Early use	:	¥1,000/year(*2)
Extended use	:	¥1,000/month
(*2) Will be withdrawn on the last day of the start month of use.		

Payment :

Fee will be withdrawn from your bank account on the last day of each month. If the last day of the month is a bank holiday, it will be the next business day for withdrawal.

* If the law for national holidays is revised, some days may be changed.

* Please deposit the fee before the withdrawal day.

* Whether used or not, early or extended use fees will be charged at the time of application.

Month of use	Withdrawal Day		
2024	April	2024	May 31 (Friday)
	May		July 1 (Monday)
	June		July 31 (Wednesday)
	July		September 2 (Monday)
	August		September 30 (Monday)
	Sept.		October 31 (Thursday)
	Oct.		December 2 (Monday)
	Nov.		January 6 (Monday)
2025	Dec.	2025	January 31 (Friday)
	Jan.		February 28 (Friday)
	Feb.		March 31 (Monday)
	March		

Guide to Toshima City After-School Daycare Club

— FY2024 Application —

This facility is for children who are unable to receive proper care after school due to their parents' need to work, illness or other reason. Through an environment characterized by interaction with others, the children are taught to be independent, and are provided with assistance in receiving a sound educational background.

Eligible children and parents/guardians

To use this facility, either your address must be in Toshima City or your children must attend a Toshima City elementary school; and you must be unable to provide after-school care for your children due to reasons below.

1. Work (*1)
2. Illness or injury (currently recovering)
3. Physical or mental disability
4. Providing nursing care for family members in the same household
5. Other reason similar to 1-4 above



(*1) You are not eligible if you work only a small number of hours per day and/or a minimal number of days per month. Conditions of use differ according to 1st ~ 3rd grade, handicapped student or over 4th grade.

What if ?

Your child starts in the middle of a month,	The fee will be charged for a full month.
Your child discontinues in the middle of a month,	
Your child is absent,	As far as your child is enrolled at the Club, the fee must be paid.

Fee Reduction/Exemption

Qualified individuals will receive reduction or exemption when they submit the required document.

< Reduction/Exemption Eligibility Criteria >

Households receiving welfare / households with exemption of 2024 resident tax	Exemption
Households paying 2024 per-capita resident tax / households eligible for school financial assistance / households sending two or more children to the facility	50% reduction

Snack fee

Monthly fee: ¥1,000

- > If your child uses the facility after 17:00 and requests snacks, you must pay an additional snack fee in cash.
- > If your child will be absent for consecutive 15 days or longer, notify the Club in advance. (Snack fee will be reduced by half.)
- > For households who meet reduction or exemption eligibility criteria, the City offers a 50% reduction. (This does not apply for households sending two or more children to the facility).



**After-school Activities Section,
Education Division, Toshima City Office**
2-45-1 Minami-ikebukuro, Toshima-ku 171-8422

☎ 03 - 3981 - 1058

8:30 am ~ 17:00 pm (weekdays only)

After-School Daycare Club	Address	TEL	Nearest elementary school
Gyoko	Gyoko Elementary School, Komagome 5-1-19	3949-1307	Gyoko
Komagome	Komagome Elementary School, Komagome 3-13-1	3915-2411	Komagome
Sugamo	Sugamo Elementary School, Minami-otsuka 1-24-10	3944-4531	Sugamo
Seiwa	Sugamo 3-13-12 (1st Fl., Kumin Hiroba Seiwa-2)	3910-5417	Seiwa
Nishi-sugamo	Nishi-sugamo 2-14-11 (Kumin Hiroba Nishi-sugamo-2)	3915-2301	Nishi-sugamo
Hosei	Hosei Elementary School, Kami-ikebukuro 1-18-24	3940-4735	Hosei
Hoyu	Hoyu Elementary School, Higashi-ikebukuro 4-40-1	3987-6904	Hoyu
Asahi	Asahi Elementary School, Sugamo 5-33-1	3940-6068	Asahi
Ikebukuro Daiichi	Ikebukuro Daiichi Elementary School, Kami-ikebukuro 4-28-1	3916-3441	Ikebukuro Daiichi
Ikebukuro-honcho	Ikebukuro-Honcho Elementary School, Ikebukuro-honcho 1-43-1	3988-5176	Ikebukuro-honcho
Ikebukuro Daisan	Ikebukuro No. 3 Elementary School, Nishi-ikebukuro 3-14-3	5952-0755	Ikebukuro Daisan
Ikebukuro	Ikebukuro Elementary School, Ikebukuro 4-23-8	3988-5254	Ikebukuro
Minami-ikebukuro	Ikebukuro 3-5-12 (joint facility with Kumin Hiroba Minami-ikebukuro)	3981-5460	Minami-ikebukuro
Konan	Konan Elementary School, Takada 2-12-7	3987-1877	Konan
Mejiro	Mejiro Elementary School, Mejiro 2-11-6	3983-6714	Mejiro
Nagasaki	Nagasaki Elementary School, Nagasaki 2-6-3	5995-6025	Nagasaki
Kaname	Kaname Elementary School, Kaname-cho 2-3-20	3974-7397	Kaname
Shiinamachi	Shiinamachi Elementary School, Minami-nagasaki 4-30-5	3953-6451	Shiinamachi
Fujimidai	Fujimidai Elementary School, Minami-nagasaki 1-10-5	3565-2955	Fujimidai
Chihaya	Chihaya Elementary School, Chihaya 3-33-5	3974-1665	Chihaya
Takamatsu	Takamatsu Elementary School, Takamatsu 2-57-22	3974-1020	Takamatsu
Sakura	Sakura Elementary School, Nagasaki 6-16-1	3956-8177	Sakura

* Daycare Club is located at Kodomo Skip facility.

【Class Days】

After school - 18:00
Till 17:00 on Saturday

14:00 Children leave school for Daycare Club 「Tadaima ~」
 Health check up
 Independent learning
 Free play time
 17:00 Children leave the Club at their respective departure time 「Sayonara」
 18:00 * 19:00 for extended use

【School Holidays】

9:00 - 18:00
Till 17:00 on Saturday

9:00 * 8:15 for early use 「Ohayo」
 Health check up
 Independent learning/reading time
 10:00 Free play time
 12:00 Lunch (bring own lunch)
 Free play time
 17:00 Children leave the Club at their respective departure time 「Sayonara」
 18:00 * 19:00 for extended use

Hour & Schedule of Day



* You can start the Club in the middle of the fiscal year.

It takes about two weeks to start after application.

How to apply

Distribution of application forms	November 6, 2023 (Monday) ~
Where to pick up the forms	At each After-school Daycare Club * Some documents to be downloadable from the Toshima City website after November 6. <ul style="list-style-type: none"> ● Please ask the Club for the condition or how to fill in the forms. ● See the separate “Terms and Condition 2024—Toshima City After-school Daycare Club”
Period of application	<u>November 13 (Mon.) ~ December 11 (Mon.), 2023</u> for the students enrolled in fiscal 2023 <u>January 4 (Thur.) ~ 19 (Fri.), 2024</u> for new applicants of fiscal 2024. <ul style="list-style-type: none"> ● If you wish to start as of April 1, 2024, please apply within this period. If you fail, you may not be able to start in April.
Where to apply	At the After-school Daycare Club you wish to use (one facility only) <ul style="list-style-type: none"> ● For first-time applicants, an interview with you and your child (children) is required when you turn in the application forms. Please make a reservation in advance. (See the first page for telephone number of each Club.)
Documents to be submitted * We will not accept the application if some documents are missing.	①Application form for Toshima City After-school Daycare Club ②Employment certificate (should be dated on or after November 6, 2023) <ul style="list-style-type: none"> ● If your reason is other than work, submit the documents to prove your reason. (Statement of claim + medical certificate, student certificate of parent/guardian, etc.) ● For children with disability, other documents are required. For more detail, ask each Club or After-school Activities Section.
Notification	Early March 2024 (planned) <ul style="list-style-type: none"> ● After screening, you will be notified by After-school Daycare Club Approval Notice. ● It is possible that you may not be able to use the Club you want or you may be waitlisted because of too many applicants to one Club.
Remarks	<ul style="list-style-type: none"> ● If your status/condition does not meet the requirement of the Club or if you made false statements on your application, you will no longer be eligible to use the facility. ● If your child is enrolled in fiscal 2023 and you have failed to pay Club fees, your child will not be allowed to use the facility. ● If you are on childcare leave and plan to be back to work after May, your application will be accepted in the previous month you are back to work.

Extended use
* Need to apply

- Participants: All grades
- Participating facilities: All of 22 After-school Daycare Club
- Extended hour : 18:00 pm - 19:00 pm (Weekdays only)
- Conditions of Use:
 - 1)Parents/guardians must finish to work after 18:00 pm (including time for commuting)
 - 2)Parents/guardians must pick up child before 19:00 pm

Early use before 9:00 am
*Need to apply

- Participants: All grades
- Participating facilities: All of 22 After-school Daycare Club
- Time period : 8:15 am - 9:00 am (Only Saturday & school holiday)
- Conditions of Use: Parents/guardians must start to work before 9:00 am (including time for commuting)

Dates closed

Sunday, national holiday and end-of-year/New Year holiday (December 29 -January 3)
 Possible close for outbreaks of infectious diseases, natural disasters, etc.

Administration of time to return home

Attendance or time to come home will be administered by RENRAKUCHO (Parent-teacher notebook). The security system with IC tag (called “MIMAMORUME”) will e-mail parents/guardians their children's access to/from the Club.
 ※At elementary school, MIMAMORUME is operated for 1st -3rd graders. (Grades 4-6 are optional.)

Days/hours at the Club to pick up and submit the application forms

- Weekday : 11:45 ~ 17:30
- Saturday : 9:30 ~ 17:00
- School holiday : 9:30 ~ 17:30
- Sunday/national holiday: No service

* For more inquiry, please contact the each Club within its open hours.

