

Club Fee

Payment : Fee will be withdrawn from your bank account on the last day of each month.

If the last of the month is a bank holiday, it will be the next business day for withdrawal. (See the chart below)

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

* Please deposit the fee before the withdrawal day.

Basic fee : ¥4,000/month
 Early use : ¥1,000/year(*2)
 Extended use : ¥1,000/month

(*2) Will be withdrawn with other fee on the last day of the month your child started to use.

Month	Withdrawal Day		
2019	April	2019	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)
	Dec.		January 31 (Friday)
2020	Jan.	2020	March 2 (Monday)
	Feb.		March 31 (Tuesday)
	March		

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.

(*3) Qualified individuals will receive a reduction or exemption when they submit the required paperwork.

Fee Reduction/Exemption(*3)

< Reduction/Exemption Eligibility Criteria >	
Households receiving welfare/households with exemption of FY2018 resident tax	Exemption
Households paying monthly per-capita resident taxes only in FY2018/households eligible for school financial assistance/households sending two or more children to the facility	50% reduction

Monthly fee: ¥1,000

Snack fee

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 a 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



**After-school Activities Section,
 Education Division, Toshima City Office**
 2-45-1 Minami-ikebukuro, Toshima-ku 171-8422
 ☎ 3981 - 1058
 8:30 am ~ 17:00 pm (weekdays only)

Guide to Toshima City After-School Daycare Club

— FY2019 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.



List of Daycare Club Facilities

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 emotional disability
4. You provide 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.

Eligible children and parents/guardians

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 *Will use separate building from 2nd term 2019	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. first	Ikebukuro No. 1 Elementary School, Kami-ikebukuro 4-28-1	3916-3441	Ikebukuro first
Ikebukuro-honcho	Ikebukuro-Honcho Elementary School, Ikebukuro-honcho 1-43-1	3988-5176	Ikebukuro-honcho
Ikebukuro. third	Ikebukuro No. 3 Elementary School, Nishi-ikebukuro 3-14-3	5952-0755	Ikebukuro, third
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 ~」
 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 「Ohayo」
 * 8:15 for early use before 9:00 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	December 1, 2018 (Saturday) ~
Where to pick up the forms	At each After-school Daycare Club * Some documents to be downloadable from the Toshima City website after December 1. <ul style="list-style-type: none"> Please ask the Club for the condition or how to fill in the forms.
Period of application	<u>December 3 (Mon.) ~ 17 (Mon.), 2018</u> for the students enrolled in fiscal 2018. <u>January 4 (Fri.) ~ 19 (Sat.), 2019</u> for new applicants. <ul style="list-style-type: none"> If you wish to start using as of April 1, 2019, please apply within this period. If you miss this period, 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.
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 December 1, 2018) <ul style="list-style-type: none"> If your reason is other than work, submit the documents to prove your reason. (Written motion + doctor's statement, student certificate of parent/guardian, etc.) For children with disabilities, other documents are required. For more detail, ask each Club or After-school Activities Section.
Notification	Early March 2019 (planned) <ul style="list-style-type: none"> After screening, you will be notified by After-school Daycare Club Approval Notice. Because of too many applicants to one Club, you may not be able to use the Club you want or you may be waitlisted.
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 you have failed to pay Club fees, you will not longer 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.

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 Saturdays & School Holidays)
- Conditions of Use: Parents/guardians must start to work before 9:00 am (including time for commuting)

Extended use
* Need to apply

- Participants: 1st, 2nd & 3rd grades
- Participating facilities: All of 22 After-school Daycare Club
- Extended hour : 18:00 pm - 19:00 pm (Weekdays only)
- Conditions of Use:
 - Parents/guardians must finish working after 18:00 pm (including time for commuting)
 - Parents/guardians must pick up child before 19:00 pm

Dates facilities closed

Sundays, national holidays and end-of-year/New Year holidays (December 29 -January 3)
 May also be during influenza outbreaks, natural disasters, etc.

Administration of time to come home

Attendance or time to come home will be administered by RENRAKUCHO (Parent-teacher notebook).
 An security system with IC tag (called "MIMAMORUME") will e-mail parents/guardians their children's access to/from the Club.

- Days/hours at the Club to pick up and submit the application forms ○
- Weekdays : 11:30 ~ 18:00
- Saturday : 9:00 ~ 17:00
- School holidays : 9:00 ~ 18:00
- Sunday/national holiday: No service

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

