

# Guide to Toshima City After-School Daycare Club

— FY2027 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.

| After-School<br>Daycare Club | Address                                                           | TEL       | Nearest elementary<br>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             | Ikebukuro3-5-12(joint facility with KuminHiroba 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

8:15~9:00 \* for early use

9:00 「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



### 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

In the after-school club, we have implemented a system for attendance management (Mimamoru-me).

Using a dedicated app, we manage attendance and return times, and notify parents/guardians of entry and exit times.

## How to apply

\* You can start the Club in the middle of the fiscal year.  
It takes about two weeks to start after application.

|                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|---------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Distribution of application forms                                   | October 1, 2026 (Thursday) ~                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Where to pick up the forms                                          | At each After-school Daycare Club<br>● It can be downloadable from the Toshima City website (except some documents).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Period of application                                               | <p>To start using the service on April 1, 2027, please submit your application during the period listed below. Applications received after this deadline may delay your start date.</p> <p><b>October 13(Tue.) ~ November 6 (Fri.), 2026</b> for the students enrolled in fiscal 2026<br/>* You can apply online during the period listed above.</p> <p><b>November 24 (Tue.) ~ December 19 (Sat.), 2026</b> for new applicants of fiscal 2027.<br/>* Online application for <u>November 13(Fri.)~December 10(Thur.)</u></p> <p>※ Once you submit your online registration, you will be eligible for an interview 10 days later.</p> |
| Where to apply                                                      | At the After-school Daycare Club you wish to use (one facility only).<br>* Online applications are also available from the Toshima City website.<br>● 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                                           | <p>① Application form for Toshima City After-school Daycare Club<br/>② Employment certificate (should be dated on or after October 1, 2026)</p> <p>● 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.)<br/>● For children with disability, other documents are required.<br/>For more detail, ask each Club or After-school Activities Section.</p>                                                                                                                                                             |
| * We will not accept the application if some documents are missing. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Notification                                                        | Early March 2026 (scheduled)<br>● After screening, you will be notified by After-school Daycare Club Approval Notice.<br>● Due to high demand, your preferred club may be full, and you may be placed on a waitlist.                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Remarks                                                             | <p>● You may lose your facility privileges if you do not meet the club's requirements or if you provide false information on your application.</p> <p>● If you plan to start using this service in May or later, you must apply the month before you wish to begin.</p>                                                                                                                                                                                                                                                                                                                                                              |

### 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.



## Club Fee

|                                                                     |                     |
|---------------------------------------------------------------------|---------------------|
| Basic fee                                                           | : ¥4,000/month      |
| Early use(before 9am)                                               | : ¥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.

- \* Your April and May payments will be deducted together at the end of May.
- \* 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.

## 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 2027 resident tax                                                                                      | Exemption     |
| Households paying 2027 per-capita resident tax / households eligible for 2027school financial assistance / households sending two or more children to the facility | 50% reduction |

## Snack fee

¥1,000 per month

- > If your child uses the facility after 17:00 and requests snacks, you must pay an addition 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).

## School Break Delivered Lunch Program



Children in after-school daycare club can order delivered lunches. The City paid for part of this cost in 2026.

For 2027 details, please read the information sheet given out before each school break to register and order.

※If your household qualifies for reduced or waived fees, you may be eligible for a separate City subsidy (this excludes households with two or more children enrolled).

\*Information accurate  
as of September 2026



**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)