

# The Entrance Guide to Nursery Schools for 2024 (Noda City)

English Version

This guide is prepared based on the guide in Japanese.

Please check Japanese guide in case of items not mentioned in this guide.

## ○ Time of Entrance & Application Period

Time of Entrance to a Nursery School is the first of every month. Anyone can apply at any time, but an application varies according to the time of entrance. If you are returning to work after childcare leave, you can apply for admission in different months depending on the date you return to work (as indicated in the Japanese version of the admission guide. Please inform the staff at the counter if this applies to you).

Month of Entrance	Application Period (Except for Sat., Sun., & National Holiday)	Place to Apply
April, 2024	Nov. 1,2023 - Dec.15,2023 <b>■ Business on Sunday as follows:</b> Nov. 19,2023 & Dec.3,2023 8:30 till 17:15	• Child-Care Dept, at Noda City Hall. • Sekiyado & Each Office • Nnursery schools (※)
	(2nd.) <u>Dec.18,2023- Feb.2,2024</u> ※ Accepted in case of vacancy	
May, 2024- March, 2025	<u>Application Period: by or before 5th of the previous month when you apply.</u> ※ If the 5th is a weekend or a national holiday, the deadline will be the week day immediately after.	Business: 8:30-17:15 ※ Application not accepted at nursery schools during unemployment.

## ○ Those who apply:

- Judging from the situation, you may be requested to wait to apply.
- You are requested to choose a nursery school by your own responsibility.  
 (Even if you send the application to the only one nursery school, it's hardly possible that your requirement will be accepted.)
- Please inform Child-care dept. without any delay if your child won't attend.
- If the submitted documents contain false information, you will not be able to enter. In addition, if it is found that there was false content after entering, you will be discharged.

## Recognition for benefits to children and infants

"The new childcare support system started in April 2015. As a result, in order to use licensed nursery schools, centers for early childhood education and care, small-scale child-care service, employer-provided childcare services, and kindergartens that have moved to the new system, it is necessary to obtain a new "Certification of Education and Childcare Benefits" for receiving education and childcare as follows;

This guide explains nursery schools, centers for early childhood education and care (daycare portion), small-scale child-care service, employer-provided childcare services (regional quota) that are available to those who are classified as "2nd Recognition" or "3rd Recognition".

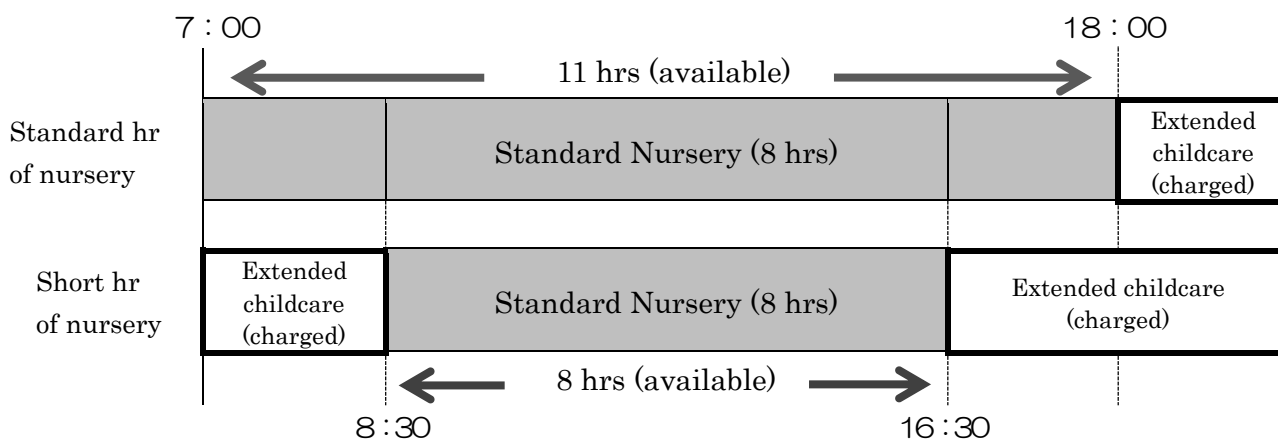
Recognition	old	Remarks	Facilities
1st. Recognition <Standard-hr>	3-5 yr.-old	Education at kindergartens	Kindergartens & Centers for Early Childhood Education and Care
2nd. Recognition <Standard- /Shor-hr>	3-5 yr.-old	Entitled to require Nursery and have it.	Nursery School & Centers for Early Childhood Education and Care
3rd. Recognition <Standard- /Shor-hr>	0-2 yr. old	Entitled to require Nursery and have it.	Nursery school, Centers for Early Childhood Education and Care, Small-scale child-care service , Employer-provided childcare service.

※After the recognition, final adjustment will be taken by us.

- If the child is certified as needing childcare (No. 2 or No. 3), the child is divided into two categories according to the reason and the amount of childcare needed. "It is divided into two categories: "Standard Childcare Hours" and "Short Childcare Hours".

"Standard-hr of nursery 【7:00-18:00】	<p>Max.: 11 hrs-nursery a day.</p> <ul style="list-style-type: none"> <li>• More than 120 hrs-work/month.</li> <li>• Less than 120 hrs-work/month (Parents can not take their child to and from nursery school within "Short Childcare Hours").</li> </ul>
Short-hr of nursery 【8:30-16:30】	<p>Max.: 8 hrs-nursery a day.</p> <ul style="list-style-type: none"> <li>• More than 64hrs-work less than 120 hrs work/month.</li> <li>• Job applicants.</li> <li>• An infant during nursery school.</li> </ul>

• Time table for Nursery



※A nursery charge varies with "Standard hr of nursery" and "Short-hr nursery"  
(Please refer to "a nursery charge-monthly payment".)

●Reasons that nursery is required;

The following conditions are applicable to the parents who apply to the 2nd- and the 3rd-recognition.

1. Working : More than **4 hrs/day and 16 days/month (more than 64 hrs/month)**.
2. Pregnant. Child Birth: Pregnant at present, right after childbirth.
3. Disease,Disabilities: Due to Parents' wound , ill, mentally or phisically handicapped, parents can't take care of their child.
4. Nursing ・ care: the case that you take of your parent living with or being hospitalized for a long time.
5. Disaster Restration: In charge of repair works for earthquakes, Storm & flood, and other casualties.
6. Job-hunting: In case of continuous activities for job-hunting (incl.entrepreneurs).
7. Education: Students enrolled at school ,vocational-training school.
8. Mal-treatment,: DV by your spouse.
9. During Maternity Leave: **Infants who attend a nursery school are required to attend school.**
10. Others::In case that you can't take care of nursing.

## List of Nursery Schools in Noda City

Public Nursery School	Address	Phone Number	Admission Capacity	Age for Admission	Operating Hours	
① Shimizu Hoikusho (※ 1 : Kodomonori inc.)	Shimizu 881	04-7122-5050	130	6mo.~	C	
② Hanawa Hoikusho (※ 1 : Japan Nursery Service inc.)	Kamihanawa shinmachi 14	04-7122-1770	130	6mo.~	C	
③ Nakane Hoikusho	Nakane 30-1	04-7122-5741	200	6mo.~	A	
④ Nanbu Hoikusho (※ 1 : COBY & ASSOCIATES, INC.)	Yamazaki 1214	04-7124-2221	150	6mo.~	F	
⑤ Hokubu Hoikusho (※ 1 : COBY & ASSOCIATES, INC.)	Yatsu 682-2	04-7125-4697	120	6mo.~	C	
⑥ Ozaki Hoikusho (※ 1 : Japan Nursery Service inc.)	Ozaki 1714	04-7129-2009	130	6mo.~	C	Holiday childcare
⑦ Fukuda Hoikusho	Kinosaki 1648-6	04-7138-0577	120	6mo.~	A	
⑧ Kimagase Hoikusho (※ 1 : COBY & ASSOCIATES, INC.)	Kimagase 3152-1	04-7198-3825	100	6mo.~	C	
⑨ Nyuui Hoikusho	Nakanodai 17	04-7124-2224	60	57 <sup>th</sup> day ~ Below 3	A	
Non-Public Nursery School						
⑩ Seika Hoikuen	Kamisangao 454-1	04-7138-2775	70	57 <sup>th</sup> day.~	D	
⑪ Coby Preschool Sekiyado Hoikuen	Namiki 2-3-3	04-7136-2211	70	57 <sup>th</sup> day.~	D	
⑫ Asuku Nanakodai Hoikuen	Yatsu 367	04-7126-5221	70	57 <sup>th</sup> day.~	C	
⑬ Asuku Kawama Hoikuen	Kawama 853-1 (2F)	04-7127-1515	70	57 <sup>th</sup> day.~	C	
⑭ Coby Preschool Sakuranosato Hoikuen	Sakuranosato 1-1-5	04-7192-7671	60	57 <sup>th</sup> day.~	D	
⑮ Sukusuku Hoikuen	Yamazaki 1952	04-7126-5712	90	57 <sup>th</sup> day.~	C	
⑯ Asuku Kobuuchi Hoikuen	Kobuuchi 1527-13	04-7196-5161	90	57 <sup>th</sup> day.~	C	
⑰ Coby Preschool Atago Hoikuen	Miyazaki 101-1	04-7199-3297	150	57 <sup>th</sup> day.~	C	Holiday childcare
⑱ Yamazakimorino Hoikuen	Yamazaki 1134-1	04-7126-5720	54	57 <sup>th</sup> day ~ Below 3	D	
⑲ Art Child Care Noda Tobu Midori Hoikuen	Tsuruho 228	04-7122-0725	128	57 <sup>th</sup> day.~	C	
⑳ Shimizu Soratomorino Hoikuen	Shimizukoen higashi 2-2-1	04-7126-5712 (Sukusuku Hoikuen)	60	57 <sup>th</sup> day.~	E	Care service for sick children
Centers for Early Childhood Education and Care	Address	Phone Number	Admission Capacity	Age for Admission	Operating Hours	

㉑	Seika Miraino Kodomoen	Yamazaki 1778-1	04-7125-2325	120	6mo.~	B	
㉒	Nodano Kodomoen	Bansho 338-2	04-7128-1213	129	6mo.~	B	
㉓	Yanagisawa Youchien・Hoikuen	Yanagisawa 83	04-7125-5630	120	6mo.~	B	
㉔	Coby Preschool Tsutsumino	Tsutsumino 1-10-1	04-7121-0115	72	6mo.~	D	
Small-scale child-care service		Address	Phone Number	Admission Capacity	Age for Admission	Operating Hours	
㉕	Yanagisawa Kukurū Hoikuen (※2)	Yanagisawa 85-1	04-7179-5686	19	57 <sup>th</sup> day ~ Below 3	B	
Employer-provided childcare service		Address	Phone Number	Admission Capacity	Age for Admission	Operating Hours	
㉖	Hibari Hoikuen (※3)	Yokouchi 164-7	04-7123-7635	15 (regional quota)	57 <sup>th</sup> day ~ Below 3	C	

(※1) The management of the Public nursery school has been consigned to the company.

(※2) After graduating from Yanagisawa Kukurū Hoikuen, children can entrance to collaboration nursery school (Yanagisawa Youchien・Hoikuen).

(※3) After graduating from Hibari Hoikuen, children can entrance to collaboration nursery school (Nakane Hoikusho & Art Child Care Noda Tobu Midori Hoikuen).

<Operating Hours>

	Monday Through Friday	Saturday
A	AM 7:00 ~ PM 7:00	
B	AM 7:00 ~ PM 7:00	AM 7:00 ~ PM 6:00
C	AM 7:00 ~ PM 8:00	
D	AM 7:00~ PM 8:00	AM 7:00~ PM 6:00
E	AM 7:00~ PM 9:00	AM 7:00~ PM 6:00
F	AM 7:00 ~ PM 10:00	

**Flow of application procedure** ※Admission decisions are not on a first-come, first-served basis.

**【Filling in an application form】**



- Pay a visit and take a close look at your favorite nursery school.
- Application forms are available at the Childcare department, Sekiyado Branch Office, each branch office and each nursery.

**【Education and Childcare Benefit Certification and Application for Use of Nursery, etc.】**



- Recognition for benefit to children and nursery' and 'entrance to child care center' are accepted at the same time.
- The above documents are accepted at Child-care department, Sekiyado Branch Office, each branch office and each nursery.
- An application for job-hunting is not accepted at child-care center.  
 ※If you have any concerns about your child's development, please contact us in advance so that we can arrange an interview and accept your application at the Childcare Department.  
 ※We won't accept your application forms in case of lack of documents and/or incomplete documents.

**【Certification of education and childcare benefits】**



- Recognition depends on the documents submitted to us. If recognized by us, information on Recognition for benefits to "Recognition for the benefit to children & infants" will be mailed to you (certificate on the benefit' will be issued upon request).
- Even if you are certified as an education/childcare benefit, you may not be able to enter the desired nursery school.

### 【Adjustment among applicants】



- According to the necessity of your child or infant to enter, we make our decision.
- Your request is not always accepted on depending on the condition of vacancy at schools.
- ※**Adjustment for nursery schools listed in the application form is accepted.** If you'd like to submit the documents to other school, please do it by yourself.

### 【Result】



- Result will be mailed to all those who applied even if you're qualified or not (not by phone).
- ※"Result" will be mailed to those who are suspended and accepted .
- ◎Admission on Apr. . . . . Middle of Feb.(2nd application - middle of Mar.)
- ◎Admission after May . . . . 20th of previous month you want to enter.
- In the case of a pending application, monthly adjustments will be made until the shorter of "the period of approval for education and childcare benefits" or "entry in March 2025". Please note that you will need to reapply if you wish to enroll your child after the end of the approved period for education and childcare benefits or after April 2025.

### 【A Nursery Charge】 (Excludes parents of children already eligible for free childcare, such as those aged 3 and over)



- "A notice of nursery charge", "Nursery charge list", "Bank direct debit request form" along with "Notice of recognition" will be handed over to you through your nursery school. Please pay the fee through a bank by the end of every month (payment accepted at public nursery schools).
- ※In the case of entrance on Apr. or Sep., a notice of a nursery charge & "Payment slop" will be handed over to those who enter the school around 20th of Apr. or Sep..

### 【Entrance Guidance】



- Explanation-school activities, the belongings you should prepare in advance. There will be an interview for children, so please be sure to attend with your children.
- For 0-year-olds, a health certificate must be submitted after approval for admission.

### 【Commencement】



- Commencement of a nursery school is the first day of every month.

### 【Trial Childcare】

- Spending a whole day in an unfamiliar environment at the beginning of the visit can be very hard on your child. In order to ease the burden on your child, we will gradually extend the hours of your child's care, in consultation with the nursery.
- Trial childcare starts on 1st of every month and we will decide to terminate it. Please note that children will be coming home earlier during this period.
- ※Trial childcare is not applicable before the commencement of nursery school.
- ※Please note that we may not be able to offer Saturday or holiday childcare during this period.

## Questions & Answers about a Nursery School

**Q1** : Dose a nursery school keep medicines?

**A1** : In principle, a public nursery school doesn't keep medicines in order to prevent accidents. We are not sure that a private nursery keeps a medicine. Please let us know if your child is chronic disease.

**Q2** : If a child applying for admission to the school has a food allergy, will the school be able to remove it?

**A2** : Kitchens are equipped at public nursery schools. Cooks prepare lunch and snacks in accordance with the menus prepared by nutritionists. We always pay a special attention to food-allergy. But food-allergy may be caused by various foods. Please make sure that quick treatment may not be taken by us. Doctor's medical certificate and instructions are required in order to deal effectively with food-allergy, so your prompt information on allergy is required. Any private nursery schools take necessary measures against food-allergy, but their measures vary from private nursery schools to the schools.

**Q3** : Do you prepare lunches and snacks in accordance with religious precept?

**A3** : Each school has its own policy (e.g. it is possible to remove pork and beef, but not all extracts). Please check with the school in advance. Please inform the staff when you apply.

## Necessary documents on application

Insufficient documents may cause the rejection of application and the disadvantage at the conference.  
(※) means 'attached to 'Entrance Guide'.

### ◆ Documents required ◆

<input type="checkbox"/> Application for entrance to nursery school and its Registry (※) .	One piece of documents per a child.
<input type="checkbox"/> Application of Recognition for benefits to children and Intants (※) .	One piece of documents per a child.
<input type="checkbox"/> Infant's Medical Certificate (※) .	One piece of documents per a child.
<input type="checkbox"/> Family situation (Members of your family) (※) .	One piece of documents per a child.
<input type="checkbox"/> Consent to 'Recognition for benefits to children and infants' and 'Nursery Charge (※) .	One piece of documents per a child.
<input type="checkbox"/> Maternity Record Book.	Photo-copied by us.
<input type="checkbox"/> Documents needed for childcare related documents <b>within three months from the date of issue.</b> Each parent must submit documents.	
<b>Employment</b>	<input type="checkbox"/> Employment Certificate (※) <ul style="list-style-type: none"> <li>• Employment Certificate (new-form).</li> <li>• An independent businessman is required to attach following documents: "final income tax return", "the notice of opening/abolishion of business to a tax office", "a rental contract of an office", "Receipts of Public Utility Charge to you" or "fliers or web-page with your full name and the line of business". One of the above shoude be attached.</li> </ul>
<b>Pregnancy- Birth</b>	<input type="checkbox"/> A photo-copy of a maternity record book for an expection baby Parents' names and your baby's due date.
<b>Diseases - Disability</b>	<input type="checkbox"/> Medical certificate <input type="checkbox"/> A medical report ◎The report is available at Child-care department , Sekiyado Branch Office, each branch office and each nursery.           The medical certificate must state: (1) the name of the disease, (2) the symptoms, (3) the required period of treatment (*if available), and (4) whether the applicant is unable to take care of the child at home. If you do not have a medical certificate, please attach your disability certificate.

<b>Nursing</b>	<input type="checkbox"/> Medical Certificate <input type="checkbox"/> Medical Report ◎The report is available at Child-care department , Sekiyado Branch Office, each branch office and each nursery. ※Parents who apply for entrance to a nursery school are required to submit copy of a nursing care certificate & a Medical Report	In the case of a medical certificate, it is necessary to state "(1) the name of the disease", "(2) the symptoms", "(3) the required period of treatment (*if available)", and "(4) whether the care-requiring parson is in need of constant care and nursing by family members". In addition to the medical certificate, please attach a copy of the disability certificate, nursing care insurance card, care plan, etc., if any.
<b>Job-seeking</b>	<input type="checkbox"/> Application for Job (※)	Not work right now but willing to work.
<b>Schooling</b>	<input type="checkbox"/> Student registration certificate. <input type="checkbox"/> Curriculum	Document mentioning time & term required for nursing.

### ◆ Documents required ◆

Documents on Individual number and identity verification documents.

### ◆ Necessary Documents ◆

<b>Your brother/sister at kindergartens</b>	<input type="checkbox"/> Certificate of Kindergarten Registration.	No format.
<b>Single Parent Family</b>	<input type="checkbox"/> A copy of a person's family resister or related documents.	Document describing parental authority.
<b>Foster homes /family homes</b>	<input type="checkbox"/> A Foster family register (Chiba Pref.) or a photo copy of cert. of of Family home.	Copy –consultation office for children may be necessary.
<b>Children, parents of families living in the same house with different Nationalities</b>	<input type="checkbox"/> A photo-copy of Resident Cards.	Copy–both sides of "the card" required. If not available, other documents such as Resident Permit'or "Residential Record".
<b>A hand-capped living in same house</b>	<input type="checkbox"/> A photo-copy of the certificate for the handicapped.	Not available,nursing care cert. acceptable.
<b>Admission from Apr. till Aug. &amp; Resident registration outside of Noda city as of Jan.1,2023.</b>	<input type="checkbox"/> You may be requested to submit your tax return or something of the year 2023 or 2024.	※Your grand parents living with you may be asked to submit the documents.
<b>Admission from Sep. till Mar. &amp; Resident resistration outside of Noda city at the of Jan., 2024.</b>	<input type="checkbox"/> If you were resident outside the country on Jan.1, you may be asked to provide documents showing your annual income (such as payslips).	