

磐田市保育園等入園案内(英語版)

Application Guide for Iwata City Hoikuen [Nursery School] and others

This guide describes the matters and procedures required to apply for *Hoikuen*, *Kodomoen* (*Hoikuen* section) and *Chiikigata Hoiku* of Iwata City. If you are going to enroll your child, please be sure to read this information. Regarding the documents, please complete all the forms and submit them by the deadline.

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FY2025 Class (Grade) Setting by Age

Class	Child's date of birth
Age 0	From Reiwa6 (2024) April 2 nd - ※Available Nursery may vary depending on the age of the child.
Age 1	From Reiwa5 (2023) April 2 nd to Reiwa6 (2024) April 1 st
Age 2	From Reiwa 4 (2022) April 2 nd to Reiwa 5 (2023) April 1 st
Age 3	From Reiwa 3 (2021) April 2 nd to Reiwa 4 (2022) April 1 st
Age 4	From Reiwa2(2020) April 2 nd to Reiwa 3 (2021) April 1 st
Age 5	From Heisei3 I (2019) April 2 nd to Reiwa2(2020)April 1 st

Contact:

Iwata City Office Kodomo-bu Youji Kyouiku Hoiku-ka
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Click here for frequently asked questions



I Who can apply for admission to Hoikuen 保育園等に入園申し込みできる方について

Parents/guardians can apply if they require childcare for any of the following reasons:

Reasons for requiring childcare	Parent / guardian's situation	Available period (Period of certification)
Working	Working hours are <u>64 hours a month or more</u>	Period in which parents are working continuously.
Pregnancy / Childbirth	Before and after childbirth	Two months before and after the expected delivery month. ※ 1
Illness / Disability	Have illness, injury, or disability	Until the guardian recovers from the illness, etc.
Nursing / Caring	Are constantly nursing caring for a relative	Until there is no need for care or nursing care.
Disaster Recovery	Are involved in recovery from disasters such as fires etc.	Until the recovery is complete.
Searching Job	Are continually looking for a job (including preparation to start a business)	The end of the month on which 90 days have passed since the effective date. ※ 2
(Parents) Attending School	Are attending university, vocational training school, vocational school (etc.) for more than 64 hours a month.	Until the end of the month of the scheduled graduation date.
Abuse / Domestic Violence	When necessary to prevent child abuse / Domestic Violence	Period considered necessary.

- ※ 1 After the period expires, the child has to leave nursery. If you wish your child to continue to attend the nursery, please apply for admission again. Admission (selection) will be adjusted again.
- ※ 2 Within 90 days after your child enters nursery, please submit a “*Shūrō (naitei) shōmei-sho* [Certificate of employment (or promise of employment)]” that meets the condition that you are working 64 hours or more a month. If you do not submit that certificate and if your situation does not correspond to any other reasons that require childcare, the enrollment of child will be canceled. In addition, when the child is in the “waiting list [*nyūen horyū*]” and one of the parents is not working, the submission of “*Kyūshoku katsudō shinkoku-sho ken seiyaku-sho* [Job Searching Activity Declaration Form / Pledge]” is needed every 3 months to check the status of job search activities.

◎ Please note that applying from the above reasons, may not be able to enter nursery depends on availability.

2 Application for “*Kyōiku hoiku kyūfu no nintei* [Certification of education/ childcare benefits]” 教育・保育給付の認定申請について

For your child to be able to go to a *Hoikuen*, etc. you need to apply for both “Certification of Education/Childcare Benefits under classification 2 or 3 [*2-gou* or *3-gou nintei*]” and for facility admission.

(1) Classification of Benefit Certification 認定区分について

Classification	Target Age	Requirement for Guardian	Hours Available / Type	Facilities to be applied
1-gou Nintei	From 3 years old to before entering <i>Shōgakkō</i>	None	—	Yochien/Nintei Kodomoen (Yochien waku)
2-gou Nintei	[Elementary school]	Apply to nursery needs reasons and in the situation that cannot care the child at home	“ <i>Hoiku hyōjun jikan</i> [Standard time childcare]” (Maximum 11 hours)	Hoikuen/Nintei Kodomoen (Hoikuen waku)
3-gou Nintei	From 0 to 2 years old		“ <i>Hoiku tanjikan</i> [Short time childcare]” (Maximum 8 hours)	Hoikuen/Nintei Kodomoen (Hoikuen waku) Chiiki Renkeigata Hoiku

- ◆ After applying, as a result of examination of your case conducted by Iwata City, we will send a mail “*Shikyū Ninteishō* [Grant Approval Certificate]” to those who fall under the reasons for requiring childcare (**Note that is not a notification of admission decision [admission confirmation]**).

(2) Childcare requirements 保育必要量について

Approvals of 2-gou and 3-gou are divided into “Standard time childcare” and “Short time childcare” depending on the parents’ working hours and the reasons why childcare is required. The handling of childcare tuition and extended childcare also differs depending on this category.

The daily available time is maximum to 11 hours for Standard time and maximum to 8 hours for short time childcare. The required amount of childcare is the maximum available time, and the actual hours of use will be based on the “range of childcare required” according to each family.

Reasons for requiring childcare	Standard time childcare / Short time childcare	Remarks
Working	Standard or Short time	Case by case judgment according to working hours.
Pregnancy / Childbirth	As a rule, Standard time	Short time is possible if there is a request from the parent/guardian.
Illness / Disability	Standard or Short time	Case by case judgment according to the severeness of illness or disability.
Nursing / Caring	Standard or Short time	Case by case judgment according to the content of long-term care / nursing.
Disaster Recovery	As a rule, Standard time	Short time is also possible if there is a request from the parent/ guardian.
Job Hunting	As a rule, Short time	Standard time is possible only if there is an objective and rational reason.
(Parents) Attending School	Standard or Short time	Case by case judgment according to the time required to attend school.
Abuse / Domestic Violence	As a rule, Standard time	Short time is also possible if there is a request from the parent/ guardian.
Childcare leave	As a rule, Short time	Standard time is also possible only if there is an objective and rational reason

- ◆ If the child stays beyond the childcare hours set by the facility, you will be charged an “extended childcare fee” (which varies from facility).
- ◆ The hours for Short time approved childcare use vary according to the facility. For details, please see the "Fiscal Year 2025 - Iwata City Information on Hoikuen, Yōchien etc. " and fill in the time settings of your 1st facility of choice.
- ◆ If you wish to change the required amount of childcare after the “Shikyū ninteij [Grant Approval]” has been decided, you will need to complete the procedure for applying for a change. The deadline is the 20th of each month (or the previous weekday if the 20th falls on a Saturday, Sunday, or holiday), and the change will be applied from the following month.

3 Application for admission 入園申込みについて

(1) From application to decision 申込みから決定までの流れ

1	Application for certification/ Application for admission	Please submit all application documents (on page 4) during the reception period.
2	Decision of “Shikyū ninteij [Grant Approval]” (2-go or 3- go)	We will mail you a “Shikyū Ninteishō [certificate]” based on the application. ※For enrollment application for April 2025 (1st application period), the Shikyū Ninteishō [certificate] will be issued by the end of January 2025.
3	Publication of Application Status	Total application status will be announced on the city website.
4	Change of preferred nursery or sibling application category	Apply online during the change application period.
5	Adjustment for Admission (Selection)	Based on the application, the city will adjust the enrollment. Decisions will be made in the order of nursery need.
6	Notification of admission adjustment result	Notification will be given at the end of the month of two months prior to the month in which you wish to enroll.
	(Naitei 内定 -admission offer) ----- (Horyu 保留 -pending)	We will send “保育園等入園承諾通知書(Hoikuen tou Nyuen Shodaku Tsuchisho)- Notification of acceptance of admission to nursery school, etc.” by mail. Only for the first time, we will send” Hoikuen-tō nyūen horyū tsuchisho- [Notification of pending for Hoikuen (etc.)]” by mail. ※From the next month onward, we will notify you only when the admission offer is confirmed. ※ Selection will be continued during the fiscal year long.
7	Interview (only for those who confirmed the admission)	We will conduct interviews to prepare for admission to the Hoikuen and necessary procedures for admission.
8	Start to use Nursery (only for those who have confirmed the admission)	The child will enter from 1st of the month that wants to join.

- ◆ Please see page 7 for details on admission decisions.
- ◆ Admission is not on a first-come, first-served basis. Admission will be determined based on the usage adjustment index table.

(2) **Reception time:** From Mon. – Fri. 8:30 to 17:15 (Closed Saturdays/Sundays/National Holidays)

※ Please apply online except the reception time.

(3) **Reception place:** *Iwata City Office Kodomo-bu Youji Kyouiku Hoiku-ka, (Ai Plaza 3rd floor).*



(4) **Reception period:** Application period may vary by the month that you want to enroll.

※ **Please note that applications will NOT be accepted outside of this period.**

※ Please let us know, if the guardian is suddenly ill, injured (etc.), or has other unavoidable circumstance.

※ If you wish to change the reasons for childcare that may affect to adjustment score, please notify within the application period.

(5) **Period for change of preferred nursery or sibling application category:**

Changes to the preferred nursery or sibling classification can be made at the *Youji Kyouiku Hoiku-ka* reception or online application. We do not accept by phone.

Please apply online by scanning QR Code on the right or type the URL below.

URL <https://logofrm.jp/form/dWNN/hoikuenhenko>

※ If you applied for siblings, each child needs to be changed in separate application.

※ **Please note that you cannot apply changes outside the reception period.**



Wish to Enroll	Application period	Recruitment situation Date of publication	Change of Preferred Nursery or Sibling application classification	Result notification in 2025
APR	[1st application period] TUE, OCT 1 to THU. OCT 31 2024	FRI. NOV 22, 2024	From MON, NOV 25th, 2024, to FRI, DEC 1st ※Limited to once per person during the period.	End of JAN
	[2nd application period] FRI, NOV 1-2024, to FRI. JAN 31, 2025	FRI. JAN 24 2025	From MON, JAN 27th, 2025 to FRI, JAN 31st,2025 ※Limited to once per person during the period.	End of FEB
MAY	within FEB. 2025	FRI, MAR 7, 2025	From FRI, MAR 7 to TUE, MAR11, 2025	End of MAR
JUN	Within MAR	WED, APR 9	From WED, APR 9 to FRI, APR 11, 2025	End of APR
JUL	Within APR	FRI, MAY 9	From FRI, MAY 9 to TUE, MAY 13, 2025	End of MAY
AUG	Within MAY	MON, JUN 9	From MON, JUN 9 to WED, JUN11, 2025	End of JUN
SEP	Within JUN	WED, JUL 9	From WED, JUL 9 to FRI, JUL 11, 2025	End of JUL
OCT	Within JUL	FRI, AUG 8	From FRI, AUG 8 to WED, AUG 13, 2025	End of AUG
NOV	Within AUG	TUE, SEP 9	From FRI, SEP 9 to THU, SEP 11, 2025	End of SEP
DEC	Within SEP	THU, OCT 9	From THU, OCT 9 to TUE, OCT 14, 2025	End of OCT
JAN	Within OCT	MON, NOV 10	From MON, NOV 10 to WED, NOV 12, 2025	End of NOV
FEB	Within OCT&NOV	TUE, DEC 9	From TUE, DEC 9 to THU, DEC 11, 2025	End of DEC
MAR	within OCT/NOC/DEC	WED, JAN 7,2026	From WED, JAN 7 to FRI, JAN 9, 2026	End of JAN 2026

4 Documents required for application 申し込みに必要な書類について

(1) Required documents for all the applicants

1	Application form for certification of education and childcare benefits for children and Application form for admission to <i>Hoikuen</i> (etc.).	One form for each child. ※ Necessary documents when applying ① For My Number confirmation→ My Number Card (both parents), Notification Card (both parents), Certificate of residence with My Number. ② ID (of who came to apply)→ Driver's license, My Number Card, <i>Zairyū Card</i> , etc. As general rule, you will be required to enter your My Number, but applications can be accepted even if you do not fill it out.
2	Questionnaire for Iwata City <i>Hoikuen</i> etc. admission	One form is required for each child.
3	Application confirmation sheet	After reviewing the information, please check the items and sign the form.
4	Documents certifying the need of childcare	Those who will submit the documents are the parents of the child, <u>grandparents under the age of 65 living together</u> (separate households, separate buildings on the same site and adjacent land are also considered living together). <u>The required documents differ depending on the situation.</u> Please confirm the table below for details.

【Documents to prove childcare needs】

		Shūrō shōmei-sho [Certificate of employment]	Copy of Kakuteishinkō-sho [Final tax return]	Job search declaration form	※ Mōshitatesho [Declaration]	Additional Documents to be Attached				
						Shindansho [Medical Certificate]	Copy of Boshū Techō	Copy of disability certificate/	Copy of school enrollment certificate	Copy of Notifications
Working	Is employed (or the job was confirmed)	○								
	Self-employed/Agriculture, Forestry and Fisheries	○	○							
	<i>Naishoku</i> [work at home]	○								
Pregnancy / Childbirth					○		○			
Illness / Injury					○	○				
Disability					○			○		
Nursing /	Nursing for people with disability /long-term care				○			○		
	Nursing for person without disabilities				○	○				
Disaster Recovery					○					
Job Searching				○						
(Parents) Attending School					○				○	
Child abuse/Domestic Violence					○					○

- ◆ If grandparents under the age of 65 who live together do not submit necessary documentation, adjustment points will be deducted.
- ◆ New admissions are not possible due to “childcare leave” reason. → Please apply under the reason “Working” after childcare leave.
- ◆ Among the “documents proving the need for childcare”, some documents can also be used when applying for a confirmation of continued enrollment at *Hōkago Jidō Club*[After school children's club] or *Hoikuen*' continuation. If necessary, please take measures such as keeping a copy of the information on hand. Please check the expiration date (etc.) of the documents with the place where you are submitting them.

(2) Documents required for childcare fee calculation, etc. (Only if applicable)

Nursery fees are calculated based on the guardian's *Shiminzeigaku* [Municipal tax amount]. For those who have moved and were not registered as residents in Iwata City as of January 1, 2024, please obtain the documents listed in the table below from the municipality where you were registered as a resident and submit them. The documents to be submitted vary depending on the address change period and the desired month of admission.

[Documents required for those who moved to Iwata City on or after January 2, 2023]

Wish to Enroll	Residents registered in Iwata City between January 2nd, 2004, and January 1st, 2025.	Residents registered in Iwata City on or after January 2nd, 2025
April to August	<ul style="list-style-type: none"> ●Fiscal Year 2024 [R6 <i>nendo</i>] Copy of <i>Shikuchōson minzei shotoku kazei-tō shōmeisho</i> [Municipal taxation certificate-income] of 2023. (A copy of (<i>Shotoku</i> [Income] in 2022.) 	<ul style="list-style-type: none"> ●Fiscal Year 2024 [R6 <i>nendo</i>] Copy of <i>Shikuchōson minzei shotoku kazei-tō shōmeisho</i> [Municipal taxation certificate-income] of 2023. ●Fiscal Year 2025 [R7 <i>nendo</i>] Copy of <i>Shikuchōson minzei shotoku kazei-tō shōmeisho</i> [Municipal taxation certificate-income] of 2024.
September to March	Not required ※Those who have not yet filed a Municipal tax return must report it and submit a copy of the return.	<ul style="list-style-type: none"> ●Fiscal Year 2025 [R7 <i>nendo</i>] Copy of <i>Shikuchōson minzei shotoku kazei-tō shōmeisho</i> [Municipal taxation certificate-income] of 2024.

- ◆ The 2025 [R7 *nendo*] *Shikuchōson minzei shotoku kazei-tō shōmeisho* [Municipal taxation certificate-income] (income during 2024) is scheduled to be issued around June 2025. When comes the issue period, please get the certificate at the municipality where you moved out and submit it as soon as possible.
- ◆ Although the name of document can be different depending on the city, ward, town, or village, please submit a certificate that shows the "Shikuchōson minzei kazei gaku [Municipal taxation]."
- ◆ Even if you are registered as a resident of Iwata City, if you have no income and the municipal tax statement was not done, please submit a "Hikazei shōmei-sho [Tax Exemption Certificate]" or "Shiminzei kenminzei shinkoku-sho no utsushi [Copy of your Municipal and prefectural tax]."
- ◆ With the introduction of the My Number system, My Number may be used to share information when calculating childcare fees.
- ◆ Depending on the tax declaration of your earning status and household situation, you may be asked to submit more documents.

(3) Applications for those living outside Iwata City.

① Planning to move into Iwata City.....Apply directly to Iwata City

If you are planning to move into Iwata City, by the 20th of the previous month of entry to the nursery, will be accepted at Iwata City and go through the same procedure as the city residents for entry adjustment selection (there will be no points reduction for living outside the city.) However, if you are not moving into Iwata City by the end of the previous month of entry, the decision of entry may be canceled and will be confirmed again if you are planning to move into Iwata City.

- ◆ Please submit documents confirming you are intended to move in, together with the application form. The documents should be copies of the house sales contract, house building permit, apartment rental contract, etc., including the address of the new location and the date of moving in (e.g., date of owner change, date of start occupancy, etc.).
- ◆ Write the new address in Iwata City and the date to move in the margin of the application form.
- ◆ IF you are currently living in overseas, we cannot accept the application since you are not eligible for certification.
- ◆ Iwata City will contact you whether your child will be admitted or not.

② Not planning to move into Iwata City.....Apply at the current address municipal office

Both certification and application for enrolment should be made at your local municipality. Iwata City will coordinate the enrolment after receiving the application documents from your municipality. However, the priority level is lower than for Iwata City residents.

- ◆ For the required documents, please use the format of the municipality where you live.
- ◆ Iwata City will contact your municipality then municipality will contact you whether your child will be admitted or not.

5 Points to keep in mind when applying 申込みの際の注意点について

(1) Before applying for nursery approval qualification and admission.

As childcare content varies by nursery, please visit the nursery before applying. In addition to childcare and school lunch fees, some nurseries require separate fees such as parent membership fees, gym uniforms (etc.), so the required expenses will vary depending on the nursery.

Please contact the nursery directly to make your appointment in advance to visit.

(2) About filling out the desired nursery.

The admission application form has columns for 1st to 5th nursery preferences. If you have more than 6th choice, please fill out another application form.

※There is no limit to the number of desired nursery listed, but there is a possibility that your child will be admitted to a nursery with low priority. Please fill in the names of the nursery that your child can attend for sure.

(3) If you are worried about your child's development, behavior, food allergies, etc.

If you have any concerns about your child's development (speech delay, hyperactivity, etc.) or health (food allergies, medical history, etc.), please be sure to visit the desired nursery and consult the responsible of nursery before applying. Please note that we may not be able to accept your child's admission due to the nursery's not having a suitable system for accepting the child, we ask you to contact the nursery as soon as possible with plenty of time.

(4) If medical care is required.

We support group living at the nursery, etc. for children who require medical care on a daily life.

The conditions for receiving medical care are that children must be able to live together in a group, that their medical conditions and health conditions are stable, and that medical care is provided by their parents/guardians at home.

Please note that we may not be able to accommodate your request due to staffing and equipment (etc.), so if you wish to receive medical care at the nursery, please consult with the "Medical Care Child (etc.) Coordinator" regarding the provision of medical care before applying for admission.

◆Medical care available at the nursery etc.

Tube feeding, sputum suction, urinary catheterization, fecal disposal through a colostomy, insulin injection (injection/pump)

(5) In case of childcare leave

Those who are currently on childcare leave can apply for approval qualification and admission on the condition that will return for work on the month of the child admission (or before). After entering the nursery, you will be asked to submit a "Fukushoku shōmeisho [Certificate of return to work]". If you are not able to return to work within the month of admission (or before), your enrollment will be cancelled. If you apply for admission by shortening the period of childcare leave and if your child is admitted to a nursery, be sure to shorten your childcare leave and return to work during the month of enrollment.

Also, the child already admitted can continue the nursery during childcare leave on condition that will return to the same workplace where you worked.



6 After applying for the nursery admission 入園申込み後について

If any changes in the details of your application occurred, contact *Youji Kyouiku Hoiku-ka* immediately.

- ① When the reason for requiring childcare changes, work hours, seek for a job and the employment has been decided, quit the job (etc.) have changed.
 - ※In all cases, the relevant certificates (etc.) must be submitted. (See page 4)
 - ※If you do not contact the changes and the admission is subsequently decided, your admission may be canceled because the actual status is different.
 - ※If you wish to change the reasons for needing childcare, please do so within the application period. However, only the 1st application period of applications for admission in April will be accepted until Friday, November 29th, 2024.
- ② When changing the desired nursery.
 - ※Changes can be made during each month's "Period for changing desired nursery and sibling classification."
- ③ When there is a change in contact information or in the contents of the *Jūmin'hyō* [Certificate of Residence] details (address, name, family composition, etc.)
- ④ When there is no longer a need for application.
 - ※ Need to submit "*Hoikuen-tou Nyuen Moushikomi Jitai Todoke* [cancelation form]" to *Youji Kyouiku Hoiku-ka*.

7 After admission has been decided 入園決定後について

(1) Admission decision 入園決定について

The total assessment is made being considered the employment and family situation of guardians, the admission situation of siblings, etc. and admission will be decided for the family with the highest need of nursery admission. The adjustment index (adjustment score) is on the Iwata City website.

The results will be notified in the "*Hoikuentō nyūen shōdaku tsūchisho* [Notification of confirmation of admission in *Hoikuen* (etc.)]" or the "*Hoikuen-tō nyūen horyū tsūchisho* [Notification of pending for *Hoikuen* (etc.)]". From the month after the "Notification of pending for *Hoikuen* (etc.)" is sent, notification will only be sent when the admission decision is made. However, the application remains valid and admission adjustments will continue until the end of the fiscal year (April/1 to March/31 of next year). When you receive the "Notification of confirmation of admission in *Hoikuen* (etc.)" guardians should contact the corresponding nursery and proceed the admission procedures. If your family situation differs from the application form at the time of admission, your child may be expelled. If your family situation changes after you receive the "Notification of confirmation of admission" be sure to contact *Youji Kyouiku Hoiku-ka*.

(2) Declining an offer of nursery admission 内定辞退について

When waive a confirmed admission without just reason or take actions that interfere with the fair selection for admission, there will be a reduction of point in the adjustment score within the fiscal year. The "Notification of pending for *Hoikuen* (etc.)" is a notification for those whose admission has been put on hold in the admission adjustments and who have not been offered an admission offer. Therefore, we cannot issue that notification to those who have declined the offer.

8 After entering nursery 入園後について

(1) Gradual Entry (Narashi Hoiku)ならし保育について

For the children can get used to the nursery (*Narashi hoiku*) comfortably, at the beginning it will be a few hours and will increase the nursing hours gradually as the child adaptation. The period of *Narashi hoiku* depends on the nursery and the child, about 2 weeks from the first day the child enters the nursery. Early pick-up is required during this period. Regular monthly tuition will be charged during this period.

(2) Change the nursery you attend [*Tenen*]利用施設の変更(転園)を希望する場合

If you wish to transfer due to change of address or other reasons, you will need to apply for transfer. Please contact *Yōchien Hoikuen-ka* for the required submission documents. ※Priority will be given to new applicants for admission adjustment (selection), so we may not be able to meet your wishes.

(3) Move out the city 市外へ転出する場合

If you move out of the city after enrolling, you can continue to attend your current nursery etc. until the end of the fiscal year. However, please be sure to consult with us in advance, as you may not be eligible if you are on childcare leave or are retiring due to a change of address etc. If intend continue attending the same nursery in the next month onwards after address change, it is necessary application for “*Kyūfu ninteij* [Benefits certification]” and application for admission at the municipality you are moving to.

9 Childcare fee calculation/side meal fee exemption 保育料算定・副食費免除判定について

(1) Definition method etc. 決定方法等について

- ① It is calculated based on the total amount of “*Shiminzei shotoku warigaku* [Municipal graded income tax] of guardians (parents, etc.).
- ② When the parents, etc. are exempt of Municipal tax [*Shiminzei hikazei*] and the grandparents living together pays the municipal tax (even, separated householder, separate buildings on the same site are also considered living together) is calculated according to the grandparents' municipal tax.
- ③ The total amount of “*Shiminzei shotoku warigaku*” used for monthly fee calculation **is before the deduction of: *Haitō kōjo*, *Gaikoku zeigaku kōjo*, *Jūtaku shutoku (etc.) tokubetsu kōjo*, *Jūtaku taishin kaishū tokubetsu kōjo*, *Haitō wari*, *Kabu jōto wari oyobi kifu-kin kōjo*.**
- ④ The full monthly fee will be charged. Even in case of absence, regardless of the reason or cancellation of enrollment during (middle) of the month, the childcare fees will not change.

The monthly fee is determined by the child's age class on April/1 (class according to the birthdate) of the fiscal year of entry in the nursery.

(2) Exemption from side meal fees (for class age 3 to 5) 副食費免除について(3～5歳児クラス)

As the introduction of free childcare education and childcare measures, the following people will be exempt from paying side meal fees.

- ① Those who are in level 4-1-2 or lower on the childcare fee table (page 9).
※However, except for single-parent family, etc. is applicable for family with “*Shiminzei shotoku wari kazei-gaku* [Municipal graded income taxation amount]” less than 57,700 yen.
- ② From the third child (if there are two or more siblings attending classes from 0 to 5 years old).

(3) Nursery fees calculation and side meal subsidy evaluation 保育料の算定・副食費免除の判定について

The amount from April to August will be determined based on the guardians' “*Shiminzei gaku* [Municipal tax]” amount for the FY2024 (Reiwa 6).

The amount from September to March will be determined based on the guardians' “*Shiminzei gaku* [Municipal tax]” amount for the FY2025 (Reiwa 7).

※Every year in September, the monthly fee and meal subsidy amount are recalculate.

If your childcare fee changes, we will send you a “*Hoiku-ryō henkō kettei tsūchisho* [Notification of childcare fee change decision]” by mail. Those who are eligible for side meal fee exemption will be mailed a “*Fuku shokuhi menjo tsūchi-sho* [Notification of side meal fee exemption]”.

Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Based on 2024 (Reiwa 6) tax					Based on 2025 (Reiwa 7) tax						

(4) Changes in exemptions for childcare fees and side meal fees 保育料・副食費免除の変更について

When for any reason the amount of municipal tax changes (as for dependent statement, etc.), there is a case of change in the monthly fee and/or meal expenses subsidy. In this case, **there may be an addition or refund of the difference amount retroactively according to the month of Municipal Tax change.**

※Application required, please contact by phone at *Youji Kyōiku Hoiku-ka* for consultation.

※The applicable period is within the applicable fiscal year, there is no retroactive process over previous years.

※When the family member changes due to marriage, divorce, etc. the childcare fee and meal expense may also change. Please notify by submitting the form [*Jidō no Katei jōkyō-tō no henkō todoke* [Notification of Changes in Child's Home Status, etc.]

(5) Children with disabilities in the same household 同一世帯の障がい児(者)について

There are cases of getting a discount on the monthly fee, submitting a copy of: *Shintai Shōgaisha Techō*, *Ryōiku techō*, *Seishin Shōgaisha Hoken Fukushi Techō*.

10 令和7年度 磐田市保育料表 Fiscal Year 2025 Iwata City Childcare Fee Table

Monthly (Unit / yen)

Level (Burden part)		Classification		Monthly fee paid by user () fee of 2 nd child		
				0 to 2-year-old class		
				Standard Time	Short Time	
# 1 #	1st level	<i>Seikatsu Hogo Household</i> (Public Assistance Act Household)		0	0	
# 2 #	Level 2-1	Municipal tax-exempt households	Single-parent households, etc.	0 (0)	0 (0)	
# 2 2	Level 2-2		Other than single-parent households, etc.	0 (0)	0 (0)	
# 3 1	Level 3-1	Shotoku wari kazei gaku of Municipal Tax-Shiminzei	Less than 48,600 yen	Single-parent households, etc.	4,200 (0)	4,100 (0)
# 3 2	Level 3-2			Other than single-parent households, etc.	8,900 (4,450)	8,700 (4,350)
4 1 1	Level 4-1-1		48,600 yen or more and less than 77,101 yen	Single-parent households, etc.	9,000 (0)	8,800 (0)
4 1 2	Level 4-1-2			Other than single-parent households, etc.	19,000 (9,500)	18,600 (9,300)
# 4 2	Level 4-2		77,101 yen or more and less than 97,000 yen		19,000 (9,500)	18,600 (9,300)
# 5 #	Level 5		97,000 yen or more and less than 169,000 yen		29,300 (14,650)	28,700 (14,350)
# 6 #	Level 6		169,000 yen or more and less than 301,000 yen		40,400 (20,200)	39,500 (19,750)
# 7 #	Level 7		301,000 yen or more less than 397,000 yen		46,800 (23,400)	45,600 (22,800)
# 8 #	Level 8	397,000 yen or more		60,800 (30,400)	59,200 (29,600)	

※ Standard time childcare: up to 11 hours of usage time
Short time childcare: up to 8 hours of usage time.

(REMARKS)

- 1 These childcare fees are applicable to users attending *Hoikuen, Nintei Kodomoen (Hoikuen-bu)* or *Chiiki-gata Hoiku facilities*.
- 2 If your child has a sibling who attends preschool between the age of 0 and before entering elementary school (5-year-old class [*Nenchō*]), starting with the oldest child, the second child will pay half price (the amount in parentheses), and the third and subsequent children will be free. For families with "*Shiminzei shotoku wari kazei-gaku* [Municipal graded income taxation amount]" less than 57,700 yen (single-parent family, etc. less than 77,101 yen) there is no age limit for multiple sibling discount.
- 3 In addition to this childcare fee, actual expenses for teaching materials (etc.) will be charged.
- 4 With the implementation of free early childhood education and childcare, childcare fees are free for *Shiminzei Hikazei* [Municipal Tax Exempt] households for 0 to 2-year-old classes and for 3 to 5-year-old classes.

11 EXAMPLES OF FILLING OUT THE FORMS

ための教育・保育給付認定申請書兼保育園等入園申込書・英語

CERTIFICATION FOR EDUCATION AND CHILDCARE BENEFITS FOR CHILDREN APPLICATION FORM FOR ADMISSION TO NURSERY SCHOOL (ETC.)

磐田市市長

To the Mayor of Iwata City

磐田市福祉事務所長 宛

To the Head of Iwata City Welfare Office [Iwata-shi Fukushi Jimu-shochō]

As follows, I would like to apply for certification for education and childcare benefits.
Additionally, I agree to allow the viewing of the municipal tax information, the information necessary for payment approval, and to communicate the information to educational and daycare institutions (etc.).

※If you would like to attend a Yōchien or a Nintei Kodomoen (Yōchien/Nintei Kodomoen) to join in the 1st option field.

- Please fill out carefully with a black ballpoint pen.
- Do not use pencils or erasable ballpoint pens.
- Please make 2 lines over the word to be corrected and write the correct information in the blank space.
- Do not use correction tape or correction pens.

申請児童 Child (applicant)	現住所 Current address	〒 438 - 0077 Iwata-shi Kounodai			丁目 Chōme	57	番地 Banchi	7	号 Gō				
	My Number	1	2	3	4	5	1	2	3	4	5	1	2
	フリガナ Furigana	イワタ ハルコ											
氏名 Child's full name	IWATA HARUKO												
	Birth date	<input type="checkbox"/> Heisei <input checked="" type="checkbox"/> Reiwa Year		5	M	5	D	1	2				
	Gender	<input type="checkbox"/> 男 M <input checked="" type="checkbox"/> 女 F		Age in April/1		1	歳	Years old					

Please refer to the list of facility codes of Iwata City nursery schools, etc. on page 15 of the "磐田市保育園等入園案内 Guide to Admission to Iwata City Nursery Schools, etc." and fill in the form.

入園希望について Admission request	施設コード 施設名 Nursery Code and Name	Code	施設名 Nursery Name	希望理由 Reason for requesting	
		第1希望 1st option	1 2 000	KODOMOEN	Because his older sister is attending this Kodomoen.
		第2希望 2nd option	2 2 xxx	HOIKUEN	It's convenient because it's close to my home and work.
		第3希望 3rd option	1 5 △△△	HOIKUEN	It's convenient because it's close to mother's workplace.

If you have 6 or more options, please use another application form to write them.

● Standard childcare time and short time childcare hours vary depending on the nursery school, etc. ● Please refer to the "2025年度 磐田市内保育園・幼稚園等の御案内 FY2025 Iwata City Nursery Schools, Kindergartens, etc. Guide", confirm the time settings for your 1st choice nursery school, etc. and put a check mark.
● The certifications available are different depending on the reason for needing childcare (see page 2).

Period	Reiwa Year 7 Month 4 Day 1	to Reiwa Year 8 Month 3 Day 31
Day of use	<input checked="" type="checkbox"/> Mon <input checked="" type="checkbox"/> Tue <input checked="" type="checkbox"/> Wed <input checked="" type="checkbox"/> Thu <input checked="" type="checkbox"/> Fri <input checked="" type="checkbox"/> Sat	Time 08:00 to 18:00
Certification classification	<input checked="" type="checkbox"/> 2号認定 No. 2 certification / No. 3 certification <input type="checkbox"/> 1号認定 No. 1 certification	
Required time	<input checked="" type="checkbox"/> 標準時間 (最長11時間) 希望 Standard time (max. 11 hrs) desired. <input type="checkbox"/> 短時間 (最長8時間) 希望 Short time (max. 8 hrs) desired	

If you have 6 or more options, please use another application form to write them.

● Standard childcare time and short time childcare hours vary depending on the nursery school, etc. ● Please refer to the "2025年度 磐田市内保育園・幼稚園等の御案内 FY2025 Iwata City Nursery Schools, Kindergartens, etc. Guide", confirm the time settings for your 1st choice nursery school, etc. and put a check mark.
● The certifications available are different depending on the reason for needing childcare (see page 2).

Please enter March 31, Reiwa 8. However, if there is a fixed period, such as for job hunting, childbirth, or illness, please enter the last day of that period.

Please check "No. 2 certification / No. 3 certification".
・連絡先優先者 Phone contact priority

Father Mother Other ()
 Father Mother Other ()

父 Father	フリガナ Furigana	イワタ ユウジ											
	氏名 Full name	IWATA YUJI											
	MyNumber	1	2	3	4	5	6	2	3	4	5	8	9
	別居している場合の住所 Address if live separately												
	令和6年1月1日現在の住所 Address in 2024/Jan/1	IWATA-SHI KOUNODAI 57-7											
	連絡先 Phone Nr. (don't use hyphens, fill from left side)	0 9 0 1 2 3 4 * * * *											

It should be the same person if you have siblings in the same nursery school etc.

母 Mother	フリガナ Furigana	イワタ アイコ											
	氏名 Full name	IWATA AIKO											
	MyNumber	1	2	3	4	5	1	2	3	4	5	6	7
	別居している場合の住所 Address if live separately												
	令和6年1月1日現在の住所 Address in 2024/Jan/1	IWATA-SHI KOUNODAI 57-7											
	連絡先 Phone Nr. (don't use hyphens, fill from left side)	0 9 0 1 1 1 4 * * * *											

(Filling out) EXAMPLE

申請児童以外の児童 Child's siblings	児童との続柄 Relationship	フリガナ Furigana 氏名 Full name	生年月日 Birth date	Age in April/1	School code	学校名等 School name	生計関係 Livelihood
	Older brother	イワタ ユウスケ IWATA YUSUKE	<input checked="" type="checkbox"/> Heisei <input type="checkbox"/> Reiwa Y 2 6 M 6 D 2 8	10		〇〇SHŌGAKKŌ	<input checked="" type="checkbox"/> Together <input type="checkbox"/> None
	Older sister	イワタ トモコ IWATA TOMOKO	<input type="checkbox"/> Heisei <input checked="" type="checkbox"/> Reiwa Y 1 M 8 D 1 3	5	1 2	〇〇KODOMOEN	<input checked="" type="checkbox"/> Together <input type="checkbox"/> None
	Younger sister	イワタ リョウスケ IWATA RYOSUKE	<input type="checkbox"/> Heisei <input checked="" type="checkbox"/> Reiwa Y 6 M 9 D 1 0	0		〇〇KODOMOEN (Currently applying)	<input checked="" type="checkbox"/> Together <input type="checkbox"/> None

世帯状況 Household status	生活保護受給の有無 Receive Seikatsu Hogo	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	開始年月日 Starting date	<input type="checkbox"/> Heisei <input type="checkbox"/> Reiwa
	ひとり親家庭の適用 Single-parent family	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	開始年月日 Starting date	<input type="checkbox"/> Heisei <input type="checkbox"/> Reiwa
	障害世帯の適用 Family member has disability?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	手帳保持者名 Booklet holder's name	児童との続柄 Relationship with child

If your child has siblings already enrolled in the nursery school etc. you want to enter, adjustment points will be added, so please be sure to fill in the code and name of the nursery school etc.

父方祖父 Paternal grandfather	フリガナ Furigana	イワタ タクヤ	Birth date	<input checked="" type="checkbox"/> Shōwa <input type="checkbox"/> Heisei Y 2 6 M 1 0 D 1 0	Age in April/1	7 3 Years old
	Full name	IWATA TAKUYA				
	Address	IWATA-SHI SHIMONOBE 48				
	Work schedule	<input checked="" type="checkbox"/> Does not work				

父方祖母 Paternal grandmother	フリガナ Furigana	イワタ シズカ	Birth date	<input checked="" type="checkbox"/> Shōwa <input type="checkbox"/> Heisei Y 3 4 M 1 1 D 1 6	Age in April/1	6 5 Years old
	Full name	IWATA SHIZUKA				
	Address	<input checked="" type="checkbox"/> Same as above				
	Work schedule	<input checked="" type="checkbox"/> Does not work				

母方祖父 Maternal grandfather	フリガナ Furigana		Birth date	<input type="checkbox"/> Shōwa <input type="checkbox"/> Heisei Y M D	Age in April/1	Years old
	Full name					
	Address					
	Work schedule	<input type="checkbox"/> Does not work				

母方祖母 Maternal grandmother	フリガナ Furigana	スズキ チエコ	Birth date	<input checked="" type="checkbox"/> Shōwa <input type="checkbox"/> Heisei Y 4 6 M 1 1 D 1 6	Age in April/1	5 3 Years old
	Full name	SUZUKI CHIEKO				
	Address	IWATA-SHI KOUNODAI 57-7				
	Work schedule	<input type="checkbox"/> Does not work				

Even if the houses are separated, in separate buildings on the same property, or in nearby areas, they will be considered to be living together when making arrangements for admission.

※磐田市記入欄 (ここから下の欄は記入)									
受理日	令和	年					受付番号		
子			父			母			
父基本	母基本	調整点1	調整点2	調整点3	調整点4	利用終了日	年	月	日
1	2	3	4	5	6	きょうだい	歳	歳	歳

磐田市保育園等入園調査書・英語 Iwata City Nursery School (etc.) Entrance Questionnaire Form

保育の実施を必要とする理由
Reason for requiring childcare.

申込児童名
Child's Name

IWATA HARUKO

父親の状況 Father's situation	<input checked="" type="checkbox"/> 就労中 Working	<input checked="" type="checkbox"/> 正社員/seishain パート/part-time アルバイト/arubaito 派遣社員/haken shain 非常勤/hijōkin <input type="checkbox"/> 契約員/keiyaku shain 内職/naishoku 自営/self-employed 農業/agriculture 保険外交/hoken gaikō その他/other ()			
	<input type="checkbox"/> 求職中 Seeking for job	勤務先内定/ Has a job confirmed		求職活動中/Currently seeking for job	
	<input type="checkbox"/> 疾病・障がい Illness, Disability	<input type="checkbox"/> 介護・看護 Nursing, Caring	<input type="checkbox"/> 災害復旧 Recovering from disaster	<input type="checkbox"/> 就学 Study	
	<input type="checkbox"/> 不在 Absent	<input type="checkbox"/> その他 Other ()			
母親の状況 Mother's situation	<input checked="" type="checkbox"/> 就労中 Working	<input type="checkbox"/> 正社員/seishain パート/part-time アルバイト/arubaito <input checked="" type="checkbox"/> 派遣社員/haken shain 非常勤/hijōkin <input type="checkbox"/> 契約員/keiyaku shain 内職/naishoku 自営/self-employed 農業/agriculture 保険外交/hoken gaikō その他/other ()			
	<input type="checkbox"/> 求職中 Seeking for job	勤務先内定/Has a job confirmed		求職活動中/Currently seeking for job	
	<input type="checkbox"/> 疾病・障害 Illness, Disability	<input type="checkbox"/> 介護・看護 Nursing, Caring	<input type="checkbox"/> 災害復旧 Recovering from disaster	<input type="checkbox"/> 就学 Study	<input type="checkbox"/> 妊娠・出産 Pregnancy · childbirth
	<input type="checkbox"/> 不在 Absent	<input type="checkbox"/> その他 Other ()			

児童の状況等 Child situation, etc.

保育状況 Childcare status	<input checked="" type="checkbox"/> 自宅で見ている Taking care at home	父 Father <input checked="" type="checkbox"/> 母 Mother その他 Other (保育者名 Name who take care : 児童との続柄 Relationship with child :)
	<input type="checkbox"/> 自宅外に預けている Other place besides home	公立幼稚園 Public kindergarten 私立幼稚園 Private kindergarten 認可外保育施設 Ninkagai Hoiku Shisetsu 親族 Family member 知人 Friend 一時預かり Temporary childcare ___ days/week 週何日 その他 Other ()
	保育者又は保育所名 Name who care/nursery	
	利用開始年月 Start using from ___ Year ___ Month	
	所在地 Address	
	Phone	
保育時間 Childcare schedule : to : 保育料 (月額) Monthly fee _____ yen		
<input type="checkbox"/> 職場で保育している Cared at work	店舗内 Inside the store 休憩室 Rest area 自宅 Home (職場と同じ場所 Same place as work) その他 Other ()	
健康状況 Health status	発育発達状況 Developmental status	<input checked="" type="checkbox"/> 順調 Normal <input type="checkbox"/> その他 Other ()
	健診の受診 The child did Medical examination?	<input type="checkbox"/> 無 No <input checked="" type="checkbox"/> 有 Yes (4か月健診 4 month exam) (10か月健診 10 month exam) (1歳6か月健診 1 year 6 month exam) (3歳児健診 3 year exam)
	相談・治療している医療機関等 Is child consulting or undergoing treatment?	<input type="checkbox"/> 無 No <input checked="" type="checkbox"/> 有 Yes 医療機関名 Hospital/clinic's name: ○○ BYŌIN 通院回数 If yes, how many times: <u>1</u> 週 a week <u>1</u> 月 a month / 年 a year
	手帳の有無 Has Disability Booklet?	<input checked="" type="checkbox"/> 無 No <input type="checkbox"/> 有 Yes (身体障害者手帳 Shintai shōgaisha techō 療育手帳 Ryōiku techō)
入園にあたり配慮が必要なこと Special care needed when enrolling: ● My son has egg allergy. He cannot eat eggs themselves, but he can eat processed eggs such as cakes, etc. The symptom of the allergy is eczema. ● My son may have developmental delays and may not be able to answer questions.		

家庭の状況等 Family situation, etc.

送迎予定者 Who's going to drop/pick-up	<input type="checkbox"/> 父 Father <input checked="" type="checkbox"/> 母 Mother <input type="checkbox"/> 祖父 Grandfather <input type="checkbox"/> 祖母 Grandmother <input type="checkbox"/> その他 Other	送迎手段 Transportation	<input checked="" type="checkbox"/> 自動車 Car <input type="checkbox"/> 自転車 Bicycle <input type="checkbox"/> 徒歩 Walk	
保護者不在時の連絡先 Emergency contact when parents are absent	氏名 Full name	SUZUKI CHIEKO	続柄 Relationship	Grandmother
	住所 Address	IWATA-SHI KOUNODAI 57-7	連絡先 Phone	○○ - ○○○○

(Continues on the reverse side)

入園希望月に入園できなかった場合の予定 When the child cannot enter in the month that wants to join.

<input checked="" type="checkbox"/> 育児休暇延長 Childcare leave extension possible until (令和 Reiwa 7 年 year 11 月 month まで延長可)
<input type="checkbox"/> 保護者が保育する Parents will care (父 Father /母 Mother) <input type="checkbox"/> 保護者以外が保育する Other than parents (続柄 relationship:)
<input type="checkbox"/> 認可外保育施設 Nursery/Ninkagai Hoiku Shisetsu <input type="checkbox"/> 一時預かり Temporary childcare <input type="checkbox"/> 企業内託児所 Company's nursery
<input type="checkbox"/> 幼稚園 Kindergarten/Yōchien <input type="checkbox"/> その他 Other (From the perspective of who has registered as the parent.)

連帯保証人 Guarantor, as a rule, should be ① Spouse ② Grandparent ③ Relative.

I guarantee that parents/guardians of the child applying for nursery will fully pay the nursery fees. In case of non-payment, I assume the responsibility to do the payment.	
令和 Reiwa ○○年 year ○○月 month ○○日 day	
連帯保証人 Guarantor 氏名 Name IWATA AIKO 印 Seal Relationship with householder WIFE	
住所 Address IWATA-SHI KOUNODAI 57-7 Phone 090-1114-****	

※以下は、該当する方のみご記入ください。Mark below only who fits.

【育児休暇から復帰予定で申請する場合】上のお子様が入園等(※1)に在園している場合は選択不要です。【When applying due to return from childcare leave to work.】If your older child is enrolled in a nursery school, etc. (※1), you do not need to select this option. 該当するものを1つ選択しチェック☑してください。Be sure to mark only one of them ☑.

<input checked="" type="checkbox"/> 直ちに復帰を希望している、又は、保育施設等に入所が決まれば復帰したい。 I intend to return immediately for work and/or as soon gets the vacancy in the nursery, etc.
<input type="checkbox"/> 希望する保育園等に入園できない場合は、育児休業の延長も許容できる。(※2) If you are unable to enroll in a nursery school (etc.) of your choice, you may be allowed to extend your childcare leave. (※2)

(※1)「保育園等」とは、認可保育園、認定こども園(保育園枠)、地域型保育をいいます。Nursery school (etc.) refers to *Ninka hoikuen, Nintei Kodomoen (Hoikuen sector) and Chiiki-gata Hoiku.*

(※2)利用調整に当たり減点(-20点)となります。Points will be deducted (-20 points) when adjusting usage.

【きょうだい申請する場合 When applying with siblings.】 Please mark only one ☑.

<input type="checkbox"/> A 同時期・同施設の入園ができなければ入園を希望しない。 I'm not interested in admission, if it is not possible to enter at the same time and in the same nursery.
<input type="checkbox"/> B 別施設での入園でも良いが、同時期でなければ入園を希望しない。 It can be in different nurseries, but it needs to be at the same time.
<input type="checkbox"/> C 別時期の入園でも良いが、同施設でなければ入園を希望しない。 It can be at different times, but it needs to be in the same nursery.
<input checked="" type="checkbox"/> D 別施設・別時期の入園でも、入園を希望する。 I would like to enroll even if it means enrolling at a different nursery or at a different time.

【C・Dを選択した場合のみ、希望するものを1つ選択しチェック☑してください。Only if you select C or D, please select one option and check ☑ it.

<input type="checkbox"/> 1 本児が内定しなければ利用は希望しない。 I'm not interested in the vacancy if the child of this application does not get the vacancy.
<input checked="" type="checkbox"/> 2 本児以外【児童名: IWATA RYOSUKE 】が内定しなければ利用は希望しない。 I'm not interested in the vacancy if the other child [name: IWATA RYOSUKE] doesn't get the vacancy.
<input type="checkbox"/> 3 どちらかの子が先でも良い。Either child can enroll first.

※2・3を選択した方は、申請児童が入園できるまでの保育の予定を記載してください。
When you chose options 2 or 3, fill in where the child will be cared until he/she gets the vacancy.
I will use an unlicensed facility (Facility name).

【土曜保育を希望する場合 If you are going to use the (childcare) nursery on Saturdays】 利用頻度等について、希望するものを1つ選択しチェック☑してください。Select one option regarding frequency of use, etc. and mark it. ☑.

<input type="checkbox"/> 毎週 Weekly <input type="checkbox"/> 隔週 Every other week <input checked="" type="checkbox"/> その他 Others It depends on the shift.
保育希望時間 Desired childcare time: From 8:00 to 17:00

園に空きがあるが、利用者多数等のやむを得ない理由により土曜保育に限って利用できない場合について、下記のうち希望する方を1つ選択しチェック☑してください。If there is a vacancy in the nursery but cannot use it only on Saturdays due to unavoidable reasons such as a large number of children, please select and mark ☑ only one of the following.

<input type="checkbox"/> A 土曜保育が利用できる園を待つ。Will wait for a nursery where Saturday childcare is available.
<input checked="" type="checkbox"/> B 土曜保育が利用できなくても、園に空きがあれば入園を希望する。※土曜保育が利用できない期間の保育の予定を記載してください。 Even if is not available on Saturdays, I would like to enter the nursery if there is vacancy. ※Please fill in the child schedule during the period when Saturday childcare is not available. I will leave my son with his grandmother.

※園によって土曜保育の実施状況が異なりますので、希望する園の状況を確認のうえ御記入ください。The implementation status of childcare on Saturdays differs depending on the nursery, please check the situation before filling in.

Application Confirmation Checklist

内容を確認していただいた項目にチェック☑してください。Please check the items that Please check the contents and put a check mark (✓).

確認事項 Checklist		(Please check the contents and put a check mark (✓).)	Check
Application for nursery admission	1	申込み前に、「磐田市保育園等入園案内」を必ずお読みください。 Before applying, be sure to read the “磐田市保育園等入園案内 Iwata City Nursery School [Hoikuen] (etc.) Admission Guide”.	
	2	申請内容が事実と異なる場合や入園時の状況と異なる場合は、支給認定及び内定を取消される場合があります。 If the contents written in your application form are not true or are different from the circumstances at the time of admission, the application/admission adjustment results may be cancelled.	
	3	幼児教育保育課の入退園、保育料賦課徴収等の事務に必要な場合、次の個人情報を確認することに同意します。※必要とする情報：住所、世帯構成、世帯の課税状況、児童扶養手当受給、特別児童扶養手当受給、身体障害者手帳、療育手帳、生活保護受給等にかかる情報。I agree to confirm the following personal information when necessary to the Department of Youji Kyouiku Hoiku-ka's for admission/quit procedures, childcare fees levy/collection (etc.). ※Required information on: address, family members, family taxation [Kazei], Single-parent situation [Jidō fuyō teate], receiving special child rearing allowance [Tokubetsu jidō fuyō teate], Certificate of physical disability [Shintai shōgaisha techō], Certificate for people with intellectual disabilities [Ryōiku techō], Seikatsu hogo [Social security], etc.	
	4	保育を必要とすることを証明する書類の内容について、発行元に照会することがあります。 We may inquire with the issuer regarding the contents of the documents proving the need for childcare (Employer's certificate, etc.)	
	5	申請児童のアレルギーや障がいについては、程度に関わらず必ず申出てください（「保育園等入園調査書」の「児童の状況等」に必ず記載してください）。 Regarding applicant child's allergies and/or disabilities, be sure to report them to the nursery regardless of the severity of the situation (Make sure to fill in the “児童の状況等 Children's situation, etc.” of the “保育園等入園調査書 Hoikuen (etc.) admission survey form”).	
	6	申請児童に重篤なアレルギー、病気や障がいなどがある場合は、必ず事前に利用希望園等を訪問し、受入れ状況を確認した上で申込みをしてください（訪問園等への優先利用を約束するものではありません。）。 If your child has a serious allergy, illness, or disability, it is necessary to schedule and visit the nursery, to confirm that they have the appropriate structure, employee, etc. The visit (etc.) to the nursery does not compromise the priority of admission.	
	7	申込み状況に変更があった場合は、必ず幼児教育保育課へ連絡してください。 If there are any changes in the content filled in the application forms, be sure to inform the Youji Kyouiku Hoiku-ka [Department].	
	8	希望園を変更する方は、変更期間内に申請してください。 If you would like to change your desired nursery, please apply within the change period.	
	9	育児休業中に入園申込みする場合は、入園した月内に就労を開始することが条件となります。職場復帰後「復職証明書」を提出してください。入園後も引き続き育児休業を取得する予定の方、は、保育を必要とする事由に該当しないため、入園申込みはできません。If you apply for admission to a nursery during childcare leave, the mother must return to work within the same month of child's enrollment. After returning to work, please submit a “Certificate of Return to Work.” If the child joins the nursery and the mother intends to continue in maternity leave, the child will not be able to enroll because the reason for needing childcare is not applicable.	
	10	正当な理由なく希望保育施設の入園内定を辞退するなど、公正な選考に支障を来す様な行為を行った場合は、年度内の調整点数が指数表のとおり、減点になります。なお、内定を辞退された方には「保育園等入園保留通知書」は交付することができません。 When giving up or refusing a confirmed vacancy without justifiable reason, or if you take actions that may interfere with a fair selection process for admission, the adjusted points for the school year will be deducted according to the index table. Please note that a “Hoikuen (etc.) admission waiting list notice [horyū tsūchi]” cannot be issued to those who decline the offer.	
11	入園の意思がなくなった場合は、取下げ手続きをしてください。 If you no longer want to enroll your child, complete the necessary procedures to withdraw your application.		
12	今回の入園申込みの有効期間は、年度末までです。翌年度以降も引き続き保育園等に入園を希望される場合は、再度、申請書の提出が必要です。 The validity period of this admission application is until the end of the current School Year (April/1st to March/31st). If you wish to continue enrolling your child in the nursery school (etc.) in the next School Year, you must submit the application again.		
13	申請書の写しが必要な方は、事前にコピーをお取りください。提出後は、申請書をお返しすることができません。If you require a copy of your application, please make one in advance. Applications cannot be returned after they have been submitted.		
After being admitted	1	保育を必要とする事由がなくなった場合や市外に転出した場合は、月末で退園となります。 If your child no longer requires childcare or if you move out of the city, the enrollment will be removed from the nursery at the end of the month.	
	2	退園する場合には、早急に園又は幼児教育保育課に退園届を提出してください。 If you wish to quit the Nursery school, submit a notice of quitting to the nursery school [Taien Todoke] to the nursery or to the Youji Kyouiku Hoiku-ka as soon as possible.	
	3	保育料の日割り計算はありません。月途中の退園でも、1か月分の保育料がかかります。 Upon cancellation of enrollment, there is no fee calculation per day, regardless of the reason, the full amount of 1 month will be charged.	
	4	保育を必要とする事由については必要に応じ調査し、書類の提出をお願いすることがあります。 We may investigate the reasons why childcare is required and ask you to submit documents, as necessary.	
	5	お子様が保育園等に慣れるまで、ならし保育（保育時間の短縮）を実施させていただきます。 Narashi hoiku [adaptation period] will be provided until the child gets used to the Nursery school (etc.). At the beginning it will be only few hours a day.	
	6	保育を必要とする事由や家庭状況等（住所、同居、別居など）が変更になった場合は、速やかに園又は幼児教育保育課に「児童の家庭状況等変更届」を提出してください。 If there are any changes in the reason for needing childcare or in your family situation (address, moved to live together or separated, etc.), submit a “児童の家庭状況等変更届 Jidō no katei jōkyō-tō henkō todoke [Notification of Changes in Child's Family Situation, etc.]” to the nursery or to Youji Kyouiku Hoiku-ka [department] as soon as possible.	
	7	保育必要量の変更を希望する場合は、期日（毎月20日までの申請が翌月から反映）までに申請してください。 If you want to change your childcare needs, apply by the deadline (applications made by the 20th of each month will be considered in the following month).	
	8	出産休暇・育児休業を取得する場合には、園又は幼児教育保育課へ証明書を提出してください。育児休業取得後、出産前の勤務先に復職できない場合は退園となります。 If you wish to take maternity leave or childcare leave, submit document(s) to the nursery or Youji Kyouiku Hoiku-ka. If you are unable to return to your previous workplace after taking childcare leave, your child will be expelled from the nursery school.	
	9	保育料、給食費は、必ず期限内に納付してください。 Be sure to pay childcare fees and school lunch fees by the deadline.	

上記事項について、すべて確認し承諾します。I confirm and agree with all the above matters.

YYYY 年 MM 月 DD 日

Guardian's Name

保護者署名 :

IWATA YUJI

12 Fiscal Year 2025 List of Nursery Schools, etc. Codes of Iwata City

For detailed information about preschools, please see pages 2 to 9 of the "FY2025 - Iwata City Information on Hoikuen, Yōchien, etc."

Nintei Kodomoen		Hoikuen		Chiikigata Hoiku	
Institution Code	Institution (Facility) Name	Institution Code	Institution Name	Institution Code	Institution Name
01	Ōfuji Kodomoen	18	Iwata Kita Hoikuen	33	Hiyoko Hoikuen
02	Iwata Nakayoshi Kodomoen	19	Toyoda Kita Hoikuen	34	Haatofuru Hoikuen
03	Toyoda Minami Kodomoen	20	Toyoda Nishi Hoikuen	35	Ringo Hoikuen
04	Seijō Kodomoen	21	Kōnotori Hoikuen	36	Happy Hoikuen
05	Toyooka Kodomoen	22	Izumi Hoikuen	37	Iwata Nobiyaka Hoikuen
06	Fukude Kodomoen	23	Izumi Daini Hoikuen	38	Happy Daini Hoikuen
07	Ryūyō Higashi Kodomoen	24	Izumi Daisan Hoikuen	39	Shiki no Kaze Hoikuen
08	Ninomiya Kodomoen	25	Nishikai Hoikuen	40	Shingai Hiyoko Hoikuen
09	Tatsunoko Yōchien	26	Kaze no Mori Hoikuen	41	Happy Daisan Hoikuen
10	Seirei Kodomoen Kōnotori Toyoda	27	Nakaizumi Hoikuen	42	Hagakumi Baby Iwataen (Previous name-Yuuai Hoikuen)
11	Seirei Kodomoen Kōnotori Higashi	28	Riiza Preschool	43	Mana Hoikuen (Previous name-Noppo Hoikuen)
12	Seirei Kodomoen Kōnotori Tomigaoka	29	Toyoda Minami Hoikuen	44	Niji-iro Hoikusho
13	Kosodate Center Minamishima	30	Himawari Hoikuen	45	Yuuya no Sato Aimu Hoikuen
14	Kosodate Center Tomigaoka	31	Buddy Hoikuen		
15	Hirose Kodomoen	32	Meiwa Ryūyō Hoikuen		
16	Iwata Kodomoen				
17	Nintei Kodomoen Harō Usagiyama				

※ *Nintei Kodomoen* (code 01 to 05) is only for children aged 3 to 5.

※ *Chiikigata Hoiku* (code 33 to 45) is only for children aged 0 to 2.

13 電子申請での申込みについて How to apply electronically

Applications for admission can also be submitted electronically. You can apply for admission to *Hoikuen* etc. from your smartphone or computer. Please check the following notes (etc.) before submitting your application electronically.

Attention required on electronic application

- ◆ Once the submission is complete (transmission is sent), you will receive an application completion email. Please configure your settings to receive emails from "no-reply@logoform.jp".
- ◆ If you are applying for siblings, you will need to apply for each child individually.
- ◆ Applications for *Hoikuen* outside of the city cannot be submitted electronically.
- ◆ It is necessary to upload the applicant's (parent's) identity verification document and documents indicating the need for childcare (e.g. employment certificate). If the submitted documents are incomplete (etc.), we may not be able to accept your request, or you may be at a disadvantage when adjusting usage.



How to apply

Please apply using the QR code on the right or the URL below.

URL <https://logoform.jp/form/dWNN/hoikuen7>

