

## Applications after mass recruitment

Applications after mass recruitment are accepted from 2:30 p.m. on Monday, December 2, at the kindergarten of your choice in order of applications. After contacting the kindergarten by phone, please bring along the admission application form to the kindergarten.

## Interviews and health check-ups

Please visit the respective kindergartens after checking the interview and health check-up dates for each kindergarten, distributed during application. Your application may be declined if you are absent from the interview and health check-up without prior notice.

## About Municipal Kindergarten

### Kindergarten fees

**Kindergarten fees and admission fees are not charged.** Apart from these fees, charges may be incurred for textbooks, PTA membership, school uniform (school attire, school cap, school bag), etc. For details, please check directly with the kindergarten of your choice.

### Disposition of NT

As part of efforts to ensure children can continue international understanding education from elementary school, an NT is dispatched to all 12 municipal kindergartens three times a week (four times a week for Hommura Kindergarten), and opportunities are provided for children to experience English from kindergarten age.

### Childcare Support Daycare (Childcare service)

All kindergartens provide Childcare Support Daycare, which is a childcare service **for children enrolled at the kindergarten, for the hours after usual school hours (2:00 p.m. – 5:00 p.m.). From FY2025, the childcare support at Nijinohashi Kindergarten will be extended to end at 17:30.** Please refer to Minato City's website for the childcare fees and other details.

### Temporary childcare service for summer holidays, etc.

Some kindergartens (Nakanochō Kindergarten in AY2023) provide temporary childcare services in the summer and winter holidays. In FY2025, Nijinohashi Kindergarten will implement temporary care during the spring holidays on a trial basis.

### School hours

**School hours are usually from 9:00 a.m. – 2:00 p.m. (There are about two morning sessions in a month.)** School starting and ending times may differ slightly between different kindergartens, so please inquire with the kindergarten. As there is no school bus, children should be sent to and picked up from school by their parents/guardians in principle.

### Lunch

**Children are required to bring their own lunchboxes.** Some municipal kindergartens have introduced a delivery lunchbox system (by request). Hommura Kindergarten provides experience-style meals twice a week.

### Subsidies

Those who have been certified as needing childcare support, such as children of dual-income households, are eligible to receive **up to 11,300 yen of childcare subsidies per month** if they use the childcare support daycare services at municipal kindergartens or an unlicensed childcare facility.

**Each municipal kindergarten is engaged in distinctive educational activities that take advantage of their respective facilities and the local environment.**

**There are many attractions that are unique to municipal kindergartens, such as spacious school yards and collaboration with elementary schools.**

**Please visit the respective kindergartens or see their websites for details about their initiatives.**

## Inquiries

Educational Affairs Subsection, School Affairs Section, School Education Department, Secretariat of the Board of Education, Minato City

1-5-25 Shibakoen, Minato-ku, 105-8511

03-3578-2779

Each municipal kindergarten (See inside cover)



AY2025



# Minato City Municipal Kindergarten Enrollment Information (Application Guidelines)



## Recruitment for children entering Minato City's municipal kindergartens in AY2025 will take place as follows.

Children with residential addresses in Minato City along with their parents/guardians, and who were born in the date ranges shown below.

Category	Date of Birth
3-year-olds	April 2, 2021 to April 1, 2022
4-year-olds	April 2, 2020 to April 1, 2021

\*Mass recruitment is not undertaken for five-year-olds. However, applications are accepted at any time depending on the number of four-year-olds advancing to the next grade. For details, please inquire with the respective kindergartens.

\*Hommura and Akabane kindergartens are for 4-year-olds and 5-year-olds. (Two-year kindergartens)

Take a look at the facilities and children at play via the 2D code on the right!



**Please also consider two-year kindergartens. (Hommura and Akabane)** You can transfer from other kindergartens.

### Hommura Kindergarten

Providing personalized care amid an international atmosphere with many foreign children.



### Akabane Kindergarten

New grounds will be completed in summer 2026, and from FY2026, it will start three-year childcare.



## From application to enrollment

**Nov 11-22**  
Mass recruitment (Initial application)

**Nov 26**  
Announcement of recruitment results  
A draw will be held if the capacity is exceeded

**Mid-Dec**  
Interviews and health check-ups at each kindergarten, distribution of admission confirmation letter

**Jan - Mar**  
Submission of documents

**Apr**  
Enrollment

Please see the backside



## Kindergartens open for recruitment and recruitment capacity

Kindergarten Name	Enrollment capacity		Address		Telephone No.
	3-year-olds	4-year-olds			
Akabane		30	2-6-2 Mita (temporary kindergarten building)	Attached to elementary school	☎ 03-3452-0246
Shibaura	20	35	4-8-18 Shibaura	Attached to elementary school	☎ 03-3452-0574
Takanawa	18	10	2-12-31 Takanawa		☎ 03-3447-3356
Shirokanedai	36	20	3-7-1 Shirokanedai		☎ 03-3443-5666
Sanko	18	10	3-13-8 Shirokane		☎ 03-3444-4233
Konan	40	20	4-3-27 Konan	Attached to elementary school	☎ 03-3471-7347
Azabu	20	5	1-5-15 Azabudai	Attached to elementary school	☎ 03-3583-1858
Nanzan	18	10	3-8-15 Moto-azabu	Attached to elementary school	☎ 03-3408-4785
Hommura		30	3-9-33 Minami-azabu	Attached to elementary school	☎ 03-3446-3677
Nakanocho	36	20	9-2-26 Akasaka	Attached to elementary and junior high school	☎ 03-3405-7619
Seinan	18	10	4-18-17 Minami-aoyama		☎ 03-3402-0758
Nijinohashi	20	10	1-1-5 Daiba	Attached to elementary and junior high school	☎ 03-5500-2577

- If there are more applications than the capacity, it may be possible to accept a few additional children. For more details, please visit the Minato City website.

### Note

- Those who do not have an address in Minato City at the point of application (for example, those who are planning to relocate to Minato City) cannot apply for kindergarten admission.
- Simultaneous application for other municipal kindergartens, Minato City Shibaura Island Nursery School (License No. 1) is not accepted.

#### Regarding the End of Kindergarten Applications

- Kindergartens that receive less than 10 applications for 3-year-olds (4-year-old classes for 2-year kindergartens. Same below.) for two consecutive years will, in principle, not form 3-year-old classes, and will not accept applications for the following fiscal year.
- Based on the number of enrolled children in 2024, 4-year-olds at Honmura Kindergarten fall into the first year of this concept, so if there are fewer than 10 applicants for 4-year-olds in the FY2025 admissions program, no 4-year-old classes will be formed in 2025. As such, if you will apply for 4-year-old classes at Honmura Kindergarten, please ensure you write down your second-choice kindergarten, and apply to join that second choice if no 4-year-old classes will be formed.
- For more details, see the Minato City website.

## Application procedures (mass recruitment)



Kindergarten applications may be submitted **electronically, in person, or by post.**

	Period	Application method	Documents to submit	After application
Electronic	<b>Mon, Nov 11</b> 8:30 a.m. - <b>Fri, Nov 22</b> 5:00 p.m.	Scan the 2D code shown on the right and apply on your smartphone, computer, etc. 	—	After applying, you will receive an e-mail on the completion of application by <b>Tue, Nov 26</b> , with the following attached: [Information from the kindergarten you applied to (containing the interview and health check-up schedule, and other information)] <u>Please be sure to check the attached materials.</u>
In person	<b>Mon, Nov 11 - Fri, Nov 22</b> <u>*Applications are not accepted at the Regional City Offices or Daiba Office.</u>	Kindergarten 2:30 p.m. - 4:30 p.m. School Affairs Section 8:30 a.m. - 5:00 p.m. <small>*The School Affairs Section accepts admission applications for all municipal kindergartens. *Please Contact the kindergarten in advance.</small>	Admission application form	Information from the kindergarten you applied to (containing the interview and health check-up schedule, and other information) will be distributed when your application is received.
Post	<u>Must reach by</u> <b>Mon, Nov 11 - Fri, Nov 22</b> <small>*Minato City will bear no responsibility if the application does not reach in time due to postal accidents.</small>	<u>Submit to:</u> 1-5-25 Shibakoen, Minato-ku, 105-8511 Educational Affairs Subsection, School Affairs Section, School Education Department, Secretariat of the Board of Education, Minato City		Information from the kindergarten you applied to (containing the interview and health check-up schedule, and other information) will be distributed when your application is received.



### Note

- The admission application form and request for withdrawal can be downloaded from Minato City's website.
- If you wish to withdraw your application, please be sure to submit the request for withdrawal to the kindergarten you applied to.**

### Announcement of recruitment results

The recruitment results (whether a lottery will be held) will be announced/posted at each kindergarten, the School Affairs Section, and Minato City's website on **Tuesday, November 26.**

### Kindergartens with applicant numbers within the capacity

All applicants will be provisionally accepted to the kindergarten. Applicants will not be notified individually.

## Lottery



A lottery will be held for kindergartens with applicant numbers exceeding the capacity. An open lottery will be conducted as follows jointly for all the kindergartens requiring a lottery.

### Date and time/Venue

- From 10:00 a.m., Friday, November 29**
- Conference Rooms 913, 9F, Minato City Hall**

### Results of lottery

**Results will be announced/posted at each kindergarten and the School Affairs Section from 1:00 p.m. on Friday, November 29. The results will also be posted on Minato City's website from 1:00 p.m. on Friday, November 29.**

### Note

- Attendance at the lottery will not be reflected in the lottery results.
- Multiples (twins, etc.) will be treated as a set from the lottery to enrollment.
- Children who have siblings currently enrolled in the three- or four-year-old classes at the kindergarten of choice will not be included in the lottery, but will be given priority for admission.  
※If the capacity is exceeded only for applicants with siblings, the lottery will be conducted for these applicants only.
- Those who are placed on a waiting list through the lottery may apply to kindergartens with vacancies while they are on the waiting list.