

## Applications after mass recruitment

Applications after mass recruitment are accepted from 2:30 p.m. on Thursday, December 7, 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.

### 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.)**.

Please refer to Minato City's website for the childcare fees and other details.

### 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.*

### 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.

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

Some kindergartens (Nakanochi Kindergarten in AY2023) provide temporary childcare services in the summer and winter holidays.

### Lunch

**Children are required to bring their own lunchboxes.**

Some municipal kindergartens have introduced a delivery lunchbox system (by request).

## 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)



Minato City website

AY2024



# Minato City Municipal Kindergarten Enrollment Information (Application Guidelines)



## Recruitment for children entering Minato City's municipal kindergartens in AY2024 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, 2020 to April 1, 2021
4-year-olds	April 2, 2019 to April 1, 2020

※ 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.

## From application to enrollment

Nov 13-22  
Mass recruitment  
(Initial application)

Nov 27  
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 inside cover for details



## Kindergartens open for recruitment and recruitment capacity

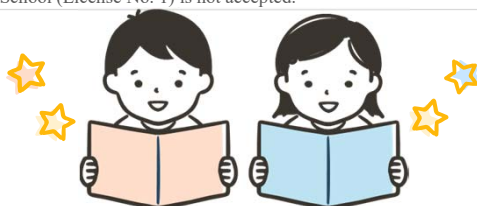
Kindergarten Name	Enrollment capacity		Address	Telephone No.
	3-year-olds	4-year-olds		
Akabane	30		2-6-2 Mita (temporary kindergarten building) Attached to elementary school	03-3452-0246
Shibaura	20	25	4-8-18 Shibaura Attached to elementary school	03-3452-0574
Takanawa	20	5	2-12-31 Takanawa	03-3447-3356
Shirokanedai	40	10	3-7-1 Shirokanedai	03-3443-5666
Sanko	20	5	3-13-8 Shirokane	03-3444-4233
Konan	40	10	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	20	5	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	40	35	9-2-26 Akasaka Attached to elementary and junior high school	03-3405-7619
Seinan	20	5	4-18-17 Minami-aoyama	03-3402-0758
Nijinohashi	20	5	1-1-5 Daiba Attached to elementary and junior high school	03-5500-2577

- While the capacity of classes for three-year-olds (all kindergartens) and four-year-olds (Azabu Kindergarten) has been reduced, a small number of children may be accepted additionally even if the number of applications exceeds the capacity. For details, please refer to Minato City's website.
- For kindergarten recruitment from AY2024 and after, if the number of three-year-old applicants (four-year-olds for kindergartens offering two years of education; the same applies hereafter) is less than 10 children for two consecutive years, classes for three-year-olds will not be formed for the second year in principle, and recruitment will be suspended for the following academic year.



### 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.



## Application procedures (mass recruitment)



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

	Period	Application method	Documents to submit	After application
Electronic	Mon, Nov 13 8:30 a.m. - Wed, Nov 22 5:00 p.m.	Scan the QR 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>Mon, Nov 27</b> , with the following attached: [Information from the kindergarten you applied to (containing the interview and health check-up schedule, and other information)] <b>Please be sure to check the attached materials.</b>
In person	Mon, Nov 20, Tue, Nov 21, Wed, Nov 22	Kindergarten 2:30 p.m. – 4:30 p.m. School Affairs Section 8:30 a.m. – 5:00 p.m. ※The School Affairs Section accepts admission applications for all municipal kindergartens. ※Applications are not accepted at the <b>Regional City Offices or Daiba Office.</b>	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	<b>Must reach by</b> Mon, Nov 13 – Wed, Nov 22 ※ Minato City will bear no responsibility if the application does not reach in time due to postal accidents.	<b>Submit to:</b> 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 **Monday, November 27.**

### 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., Thursday, November 30**
- Conference Rooms 911- 912, 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 Thursday, November 30.** The results will also be posted on Minato City's website from **Friday, December 1.**



### 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.