

Confirmation Regarding FY2024 Application for Licensed Nursery School and Others

Please check all the boxes on the right after reading the items, and sign on the back.

Application for Certificate of Eligibility for the Need of Childcare / Enrollment		
No.	Checklist	Check
1	I have read the Guide to Nursery School Enrollment before submitting my application and understand its contents.	<input type="checkbox"/>
2	I submit all documents required for application for enrollment. There is no false information in the content I have written. (If there is a falsehood, the application will be invalidated.)	<input type="checkbox"/>
3	I have confirmed my eligibility based on the "Reasons for the need for childcare services," and applied for enrollment.	<input type="checkbox"/>
4	I have chosen the nursery schools after carefully considering the time and distance from home to nursery. I did not choose them based on vacancy and number of waiting applicants.	<input type="checkbox"/>
5	In the event of any changes in my circumstances related to work, family members, etc. after application, I will contact the responsible regional city office as soon as possible and submit the necessary documents. (If such documents are not submitted before the deadline, they will not be reflected in the points assessment.)	<input type="checkbox"/>
6	In the event that the City cannot confirm my resident tax information, I may have a disadvantage in the Minato City childcare service user adjustment. (I must report my resident tax information if I have not done so already.)	<input type="checkbox"/>
7	I acknowledge that the City may give me a call or visited me or my workplace to confirm the information in the application.	<input type="checkbox"/>
8	If the City finds any changes or false information in my application after I have received a preliminary offer or confirmation of enrollment, said offer or confirmation will be cancelled.	<input type="checkbox"/>
9	If childcare is no longer required after application, Notification of Withdrawal of Application for Childcare, etc. shall be promptly submitted.	<input type="checkbox"/>
10	If the parent's status cannot be confirmed from the submitted documents, and additional documents are requested, I shall submit said documents by the stipulated deadline.	<input type="checkbox"/>
11	My application is valid until the last day of the fiscal year which contains the month in which I wish to begin enrollment. However, if my reason for needing nursery school is seeking employment, pregnancy and childbirth or attending school, the period of validity of my confirmation will be limited. If I wish to seek enrollment beyond April in the following fiscal year, I must reapply.	<input type="checkbox"/>
12	I acknowledge that if I submitted an application for January to March 2024 and April 2024 enrollment at the same time, and I have received a preliminary offer and enrolled in January to March 2023, I will not be applicable for April 2024 enrollment adjustments (excluding home-visit childcare services for waiting children on waiting lists.)	<input type="checkbox"/>
Screening (adjustment process)		
13	The points assessment will be decided at the adjustment meeting.	<input type="checkbox"/>
14	I understand that preliminary offers are issued to applicants with a higher total number of assessment points when a nursery school applied for has a vacancy, as per the Minato City childcare service user adjustment.	<input type="checkbox"/>
15	Once I get the preliminary offer, I cannot change the month when enrollment begins.	<input type="checkbox"/>
16	The preliminary offer will be cancelled if I cannot complete the health check with the designated doctor and an interview at the nursery school by the end of the month prior to the month in which my child is to be enrolled.	<input type="checkbox"/>
17	If I decline the preliminary offer, I will submit the Notification of Nonacceptance of Preliminary Offer by the stipulated deadline. If I decline the first-choice nursery school or I submit the Notification of Nonacceptance of Preliminary Offer after the deadline, the Notification of Placement on the Waiting List will not be issued.	<input type="checkbox"/>
18	If I fail to get the preliminary offer, the Notification of Placement on the Waiting List will be issued only for the first application. During the applicable period of the application for enrollment, the application will continue to be subject to the user adjustment meeting.	<input type="checkbox"/>
19	In the case of an application for a child with a disability/sickness or a child for whom there is concern regarding developmental delay, user adjustment may be required depending on the conditions of the nursery school applied for. I acknowledge that in the case that my child has a disability/sickness or possible developmental delay and I fail to report this information at the time of application, the preliminary offer may be cancelled if failure to report such information is discovered after preliminary offer has been issued.	<input type="checkbox"/>
After Enrollment		
20	In the event of any changes to my confirmation information, I will refer to the leaflet distributed after enrollment, and submit the "Application to Change Children's Education and Nursery Benefits as well as to Change the Certification of Facility Use Benefits for Childcare" and necessary documents after contacting the regional city office or the nursery school.	<input type="checkbox"/>
21	If it happens that I no longer have a reason for needing childcare service, I will withdraw my child from the nursery school.	<input type="checkbox"/>
22	I must submit a Current Status Notification once a year to confirm the reason why I require childcare services. The City will inform me of how to submit the notification. I must submit the necessary documents within the deadline. I acknowledge that if my reason cannot be confirmed, I will not be able to use the nursery school.	<input type="checkbox"/>
23	I acknowledge that if I fail to submit a certificate of or declare the residents' tax payment of my household by the deadline designated by the City, my nursery school fees will be charged at the highest level.	<input type="checkbox"/>
24	I understand that, because nursery school fees are determined based on the amount of municipal graded income tax of each household, I need to report the tax even if I have no income.	<input type="checkbox"/>
25	The duration of enrollment to the nursery school permitted for the reason of "Seeking employment" is limited to three months. If an applicant cannot find a job and submit the necessary documents including the "Certificate of Employment," the applicant's child must withdraw from nursery school. The duration of enrollment to the nursery school permitted for the reason of "childbirth" is from two months (four months, for multiple births) before the month in which the childbirth is expected until the end of the month in which the 57th day from the day of childbirth falls. The duration of enrollment to the nursery school permitted for the reason of "attending school" is the period until graduation or the end of schooling.	<input type="checkbox"/>
26	I understand that the child must be withdrawn from the nursery school if: (1) the child is enrolled in a kindergarten, international school, company-led childcare services, etc.; (2) either of the parents/guardian can take care of the child at home because of retirement or other reasons; (3) the family moves out of the City and the parents/guardian do not work in the City; or (4) the child is absent from the nursery school for more than 3 months (excluding cases where the child is absent from the nursery school due to the child's illness or injury, or due to the birth of the child's sibling) (5) one of the parents/guardians takes childcare leave again from the beginning of the month to the end of the month for the child to be enrolled	<input type="checkbox"/>
27	After moving out, the child can continue to stay in the facility only if any of the parents/guardians continue to work in Minato City and there is an application from the municipality to which the family has moved during the month the family has moved out (except, however, during childcare leave, while seeking employment, or after receiving a preliminary job offer or home-visit type childcare services). If the workplace is not in Minato City, the child will be withdrawn on the last day of the month that the family leaves the City.	<input type="checkbox"/>
28	When the child will be absent from nursery school for more than one month from the beginning of the month due to hospitalization or injury, the parents/guardians may be exempted from paying childcare fees if they apply by the end of the previous month and submit a medical certificate. When the child will be absent from nursery school for more than one month from the beginning of the month due to the birth of younger child, the parents/guardians may be exempted from paying childcare fees if they apply by the end of the previous month with a copy of their Boshi Techo (Mother and Child Health Handbook) attached. The childcare fee cannot be exempted when the child will be absent from nursery school due to any family circumstances other than hospitalization or injury of the child or the birth of a younger child.	<input type="checkbox"/>
29	Nursery school fee must be paid by the due date at the end of every month. (If the child is in the nursery school on the 1st of the month, the nursery school fee will be that for a full month.)	<input type="checkbox"/>

Please read if the applying child has preschool siblings.		
1	Please check all that apply to your child's sibling(s).	
	① My child's sibling is currently enrolled in kindergarten, etc. or is about to be enrolled in kindergarten (Scheduled month of enrollment: ____)	<input type="checkbox"/>
	② My child's sibling is currently enrolled in nursery school, but plans to enter kindergarten, etc. (Scheduled month of enrollment: ____)	<input type="checkbox"/>
	③ Neither ① nor ②. (My child's sibling is going to continue attending nursery school or I will be applying to admit them at the same time.)	<input type="checkbox"/>
2	In the case that I have an older child who has been enrolled in a nursery school and about to enter (or undergo enrollment procedures for) kindergarten etc., I will inform the responsible regional office to that effect at the time of application. If I have failed to inform the City to that effect and if the enrolled child will leave the nursery school before a child with a preliminary offer will enter the nursery school, the preliminary offer for the child about to be enrolled will be cancelled.	<input type="checkbox"/>
3	In the case that I have been given a preliminary offer for my child's sibling(s) at the same time but have declined preliminary offer for one or more of them, the preliminary offer for the child whose preliminary offer I have not declined will be cancelled.	<input type="checkbox"/>

If you have applied for the home-visit childcare service for children on waiting lists, please fill in this section as well.		
1	I understand that this service does not guarantee enrollment in a licensed nursery school.	<input type="checkbox"/>
2	I understand that service targets children whose parents/guardians have applied for a licensed nursery school, listed their choice of two or more nursery schools, but have not yet received a preliminary offer of enrollment. If you do not satisfy these conditions, my application for only this service will be invalid.	<input type="checkbox"/>
3	I understand that After making user adjustments for the licensed nursery schools, the City will adjust the use of this service for those who meet the usage requirements and have not yet received a preliminary offer of enrollment.	<input type="checkbox"/>
4	I understand if I wish to continue to have my child receive this service after April of the following year, I will need to re-apply for enrollment.	<input type="checkbox"/>
5	I understand if my child receives a preliminary offer of enrollment in a licensed nursery school after the start of the service, the service will be terminated and the child will be enrolled in the school from the first day of the following month.	<input type="checkbox"/>
6	I understand in the event that I decline the offer of enrollment in a licensed nursery school or the preliminary offer of enrollment in a licensed nursery school is canceled, the application for this service will be invalid. In addition to that, if I am already using this service, my use of the service will be terminated.	<input type="checkbox"/>
7	When applying, my home must have an environment in which the babysitter can care for the child on a one-to-one basis (completely separated from the parents/guardians). * Childcare cannot be provided in environments where parents/guardians and children share the same room or where parents/guardians and children meet during the childcare.	<input type="checkbox"/>
8	I understand the following four points before applying for the use of a babysitter.	<input type="checkbox"/>
	① Several babysitters may be assigned to provide care for my child on a rotating basis each day.	
	② I cannot appoint a particular babysitter.	
	③ The content of the day's childcare will be left up to the babysitter. Before applying, I understand that I cannot give instructions such as picking up and dropping off my child, going for walks, etc.	
9	④ If the father or mother takes childcare leave, this service will be terminated on the day before the childcare leave starts.	<input type="checkbox"/>
9	For user adjustment and the use of this service, I agree to confirm the contents of the documents required for the application for enrollment in a licensed nursery school submitted to the Health and Welfare Subsection, Residents Support Section, at my respective Regional City Office.	<input type="checkbox"/>

For applicants who have applied for the admission reservation system after childcare leave		
1	If applicants having the same number of assessment points exceed the expected number of children to be enrolled, the enrolled children will be decided by lottery.	<input type="checkbox"/>
2	Before applying, I have checked my certificate of employment and verified that it states that I will return to work on or after the reference date (the day before my child turns one) during my child's birthday month.	<input type="checkbox"/>
3	I understand that I need to apply to the responsible regional city office when I change the month of returning to work, in the case of disapproval.	<input type="checkbox"/>
4	I have not made an application for April 2024 enrollment.	<input type="checkbox"/>
5	When my child has been admitted to a licensed nursery school, etc. under this program, I agree to submit a Return to Employment Certificate within two weeks of my return to work to attest to the fact that I have returned to work on or after the reference date (the day before my child turns one), during my child's birthday month. Note: If your child's birthday is the 1st day of a month and you wish to apply for an enrollment reservation for the month before your child's birthday month, you need to return to work on the day before the child's 1st birthday.	<input type="checkbox"/>

Both parents/guardian have confirmed and agreed with all of the above statements of confirmation.

Date: / /

Signature of Father _____ Mother _____

For applicants who apply during childcare leave.		
If you wish to extend childcare leave, the selection ranking will be the lowest in the entrance selection process. (Even if there is a space in the desired facility, you will not receive a preliminary offer.)		
Would you like to extend your childcare leave? (Please circle as applicable)		
	Yes (considered as not wishing for enrollment)	No
Year / Month / Day	Signature of employee taking childcare leave	
_____	_____	

Format No. 3 (in connection with Article 6)

Consent to Return to Work (Please fill in this form if you are planning to return to work after childcare leave or other leave.)

Please be sure to read all of the following, check , and sign it with your consent.

No.	Statement	Check
1	I will, when my child is enrolled in a licensed nursery school, etc., return to work by the end of the month of enrollment and submit a Return to Employment Certificate to attest my return to work within 2 weeks of the date of reinstatement.	<input type="checkbox"/>
2	If I change my job without returning to my original workplace, I agree that the preliminary offer will be canceled.	<input type="checkbox"/>
3	If I do not return to work under the conditions at the time of application, I agree to the cancellation of the preliminary offer and will withdraw my child from the nursery school.	<input type="checkbox"/>
4	If I use the reduced working hour system for more than two hours a day after my return to work, if my working hours are six hours or less per day after using the system, or if I return to work with reduced working days, my assessment points will be judged based on the actual working hours after my return to work.	<input type="checkbox"/>
5	After returning to my original workplace, if I take childcare leave again from the beginning of the month until the end of the month, I agree that I will withdraw my child from the school.	<input type="checkbox"/>
Company/organization to which I intend to be reinstated:		Signature of parent/guardian on childcare leave
_____		_____
Scheduled date of return to work: ____ / ____ / ____ (Year / Month / Day)		Working hours after returning to work: ____ days per week, ____ hours per day