

For those who wish to use After-School Children's Club (after-school activity) in school year 2024

Application period (primary application period)

November 27, 2023 (Mon.) - January 5, 2024 (Fri.)

Applicants within the above period will be given priority for screening. (The same applies to applicants on maternity leave, childcare leave, or seeking employment.)

Please turn over the page

Inquiries

After-School Children's Sect., Child Care Management Div., Parenting and Child Dept., Tsuchiura City

URALA2 Building, 8F, 9-2 Yamato-cho, Tsuchiura City

TEL 029-826-1111 (Ext.5171・5172・5173)



Tsuchiura City
website

1. What is After-School Children's Club?

Tsuchiura City After-School Children's Club creates place for children whose guardians are not at home due to work or their long holidays. Children spend their time in the Club room doing homework, reading, playing and having snacks under watching over by staffs until their guardian's pick-up.

2. Eligible children

Children studying in elementary schools in Tsuchiura City and **those guardians are not at home daytime due to work, etc.**

3. Application for school year 2024

- (1) Application and related documents are available at each Children's Club, desk, Child Care Management Div., and the City official website. (some are not available.)
- (2) Where to submit an application • **Children's Clubs, or Child Care Management Div.**
- (3) When to start distributing application • Around November 20.
- (4) Application period
 - **Primary application period: November 27 (Mon), 2023 to January 5 (Fri), 2024**
 - Secondary application period: January 6 (Sat), 2024 to February 15(Thu), 2024
 - ※Due to the capacity of each Children's Club, not all applicants may be used. Please note that applications are not accepted on a first-come, first-served basis in each application period.
 - ※Applications will be accepted at any time after the secondary application period, but may not be used from the start of the school year.
- (5) Usage determination
 - Primary application period: around middle of February
 - Secondary application period: around beginning of March
- (6) **Application for use only during summer holiday**
 - Special application period will be provided as some children who use the Club year-round will be absent from the Club during the period.
 - **Application period for summer holiday: June 1 (Sat), 2024 to June 17 (Mon), 2024**
 - ※As with year-round applications, not all applicants may be used due to Club's capacity

4. Usage fees (as of October 1, 2023)

Users are charged 3,000 yen as an operation fee (5,000 yen in August). Also, 500 yen as an annual insurance fee, fees of parent association and snack that are stipulated by each Club are required.

※Operation fee reduction is available if you meet the designate requirements.

5. Open days and hours of Children's Club (as of October 1, 2023)

Open days	Hours
◇Monday - Friday	After school - 6:30pm
◇1st Saturday	8:00am - 6:30pm ※A guardian must pick up and drop off the child
◇Long holiday period (summer/winter/spring)	
◇School foundation day and substitute holiday of event	

※As for long holiday period, Club open time has been extended to 7:30am on a trial basis.

For those who wish to use, please contact us since submission of an extra application is required.

6. Close days (as of October 1, 2023)

- ◆Sundays and Saturdays (except 1st Saturday) ◆National holidays
- ◆Year-end and New Year holidays (December 29, 2023 to January 3, 2024)

7. Notes

- In order to make sure of your child's location and prevent accidents and incidents, **please contact the Children's Club whenever your child is absent from the Club or when a substitute is picking up your child.** If a person other than those notified in advance comes to pick up your child in case of emergency, the Club may ask him/her to present an ID card or so.
- If a child has an accident or falls ill, we may contact the guardians and ask them to pick up the child. Please take prompt action.
- If a guardian has not paid the operation fee without a valid reason, a child will not be allowed to continue using the Club for the new school year or to newly use his/her sibling until the fee is fully paid.
- If a child has difficulty living in a group, due to disabilities or allergies that prevent him/her from eating, going to the restroom, putting-on/taking-off clothes, and organizing his/her personal belongings on his/her own, we may deny the Club enrollment as it is hard for us to cope with a child like that in terms of the Club's personnel and facilities.

○In the following cases, the permit of enrollment may be revoked and the child may be asked to leave the Club.

- When pick-up/drop-off time is not obeyed.
- When the operation fee is in arrears for more than three months.
- When it is found that a child does not meet the requirements for the Children's Club admission.
- When required documents are not submitted within a certain period of time, or when false declarations are found.
- When violence against other children or the Children's Club staff occurs regularly.
- When a child is unable to follow the instructions of the Child Care Management Div. /the Children's Club staff, or causes mental distress or harm to other children. Also, when a child has difficulty living in a group.

For more information, including application details, please refer to the pamphlet

"Tsuchiura City After-School Children's Club Guide school year 2024", distributed with the application