

Guide to the Shizuoka City After-School Kids' Club for FY2026

- If you wish to enroll, please submit your application to the desired kids' club in person (weekdays until 6pm) or via the online system.

Enrollment Period and Deadlines:

Desired Enrollment Month	Application Period (Weekdays until 6pm for in-person applications)	Notification of Selection Results
April Enrollment	Initial selections: <u>Wed 1 to Fri 31 Oct 2025</u> Secondary selections: <u>Sat 1 Nov 2025 to Sat 31 Jan 2026</u>	Initial selections: From late January 2026 Secondary selections: From late February 2026
May, June, and September to March Enrollment	<u>By the end of the month two months prior to the desired month of enrollment</u> (If the deadline falls on a closed day, submit by the last weekday of that month)	From the middle of the month prior to the desired enrollment month
July and August Enrollment (including summer admissions)	Initial selections: <u>Sun 1 Feb to Thurs 30 Apr 2026</u> Secondary selections: <u>Fri 1 to Sun 31 May 2026</u> <u>(Secondary selections are for enrollment from 1 August 2026)</u>	Initial selections: From mid-June 2026 Secondary selections: From mid-July 2026

Please Note:

- **Applications submitted after the deadline will not be accepted, and you will need to change your desired month of enrollment.**
- Enrollment is generally on the 1st day of each month (excluding summer admission).
- If the number of applicants exceeds capacity, enrollment may not be available for the desired month.

Please Read Carefully Before Applying

- Parents/guardians who wish to enroll their child in the after-school kids' club must review both this guide and the information on the city website: <https://www.city.shizuoka.lg.jp/p008921.html>
- On Saturdays, only a limited number of kids' clubs will be open. To use them, a separate application will be required after your enrollment is confirmed. For details, please refer to the city website.
- Incomplete documents will result in the application being void and enrollment in the desired month will not be possible. Please ensure all required documents are submitted without missing attachments or details.
- Submitted documents will not be returned, so please make copies before submission as needed.
- If you have unpaid usage fees (including for siblings) or cannot comply with club rules, you may not be allowed to use the service.
- Personal information provided in the application will only be used for managing the operation of the kids' club and for no other purposes.



Changes to the After-School Kids' Club Program for Fiscal Year 2026

(Please Read Carefully)

- **Change to Application Start Period**

For those wishing to enroll from May 2026 onward, applications will be accepted starting Sunday 1 February 2026. Applications will not be accepted between Wednesday 1 October 2025 and Saturday 31 January 2026. This also applies to summer holiday enrollment.

- **Introduction of Online Application System (Logo Form)**

Starting with applications for the 2026 fiscal year, enrollment applications, change notifications, and withdrawal forms can be submitted not only in person at the club but also via the online application system. For details, please refer to section 5, "Application Process."

1. What is an After-School Kids' Club?

The after-school kids' club is a service where support staff care for and guide elementary school children whose parents/guardians are not at home during the day due to work, etc. Through play and other activities, the club aims to enhance children's independence, creativity, and social skills while ensuring their safety and sound development.

2. Open Days:

- The club operates from 1 April 2026 to 31 March 2027, from Monday to Saturday, except for national holidays and the year-end/New Year holidays (29 December to 3 January).

Note: For details about Saturday operations, please refer to the "Changes to FY2025 After-School Kids' Club Services" document.

3. Open Hours:

- **On Regular School Days:** From after school until 6:00 PM (with an extension available until 7:00 PM)
- **On Non-School Days (summer, winter, spring vacations, etc.):** From 8:00 AM to 6:00 PM (with an extension available until 7:00 PM)

Note: Operation hours may change or the club may be closed in case of a disaster or if deemed necessary for the safety of the children.

4. Eligible Children (Households):

- (1) **Primary Eligibility:** Children in 1st to 6th grade of elementary school whose parents/guardians are not at home after school due to work, etc.

Note: Parents/guardians seeking employment or on maternity/childcare leave cannot use the service.

- (2) **Other Eligible Children:** When enrollment is deemed necessary for a child's safety and sound development

- ① Children whose parents/guardians are undergoing medical treatment.
- ② Children whose parents/guardians are caring for grandparents or others.
- ③ Children whose parents/guardians are attending school.
- ④ Children whose parents/guardians are in vocational training.
- ⑤ Children whose mothers are in the pre/post-natal period.
- ⑥ Other cases where the need for care is recognized for the child's well-being.

Note: Children who have changed schools based on the "empty home" criteria cannot use the after-school kids' club. Clubs may contact the Student Support Division to confirm.

5. Application Process:

(1) **Available Clubs:** For details, please refer to the "List of After-School Kids' clubs" on the city website.

- ① The kids' club located at the school your child attends.
- ② Kids' clubs located outside the school grounds.

If you are planning to take the entrance exam for Fuzoku SHIZUOKA Elementary School and wish to change your preferred Kids' Club based on the exam results, please be sure to contact the Child & Youth Support Division by the next business day following the announcement of the exam results.

Note: This does not guarantee enrollment.

Note: If you contact the division after the deadline, your application will only be included from the secondary screening.

(2) How to Apply

- **Submit your application in person to the Kids' Club you wish to enroll in.**

(Applications are accepted on weekdays until 6:00 p.m.)

Please note that applications cannot be submitted at ward offices, the Kambara Branch Office, children's centers, or elementary school offices.

Please submit one copy of items ① to ③ below, along with any other applicable documents, for each child you wish to enroll. (For siblings applying at the same time, copies of the additional documents are acceptable.)

Required Documents:

- ① After-School Children's Club Enrollment Application Form
- ② After-School Children's Club Enrollment Application Checklist
- ③ After-School Children's Club Child Information Form

Additional Documents (if relevant):

Employment	For all working (or planning to work) parents/guardians and cohabiting family members Note: Also required for parents living separately due to job transfers, etc	Employment Certificate (issued within the last 3 months)
Illness / Disability	For parents undergoing medical treatment	Medical Certificate (copies accepted)*
	For parents with a disability certificate	Disability Certificate (copy)*
Caregiving / Nursing	For grandparents or others requiring nursing care based on a medical diagnosis	Medical Certificate (copies accepted)*
	For grandparents or others certified as needing long-term care	Long-Term Care Insurance Certificate (copy)
	For grandparents or others with a disability certificate	Disability Certificate (copy)*
Education / Vocational Training	For all studying (or planning to study) parents/guardians and cohabiting family members (excluding the child applying and their siblings)	<ul style="list-style-type: none"> • Certificate of Enrollment (copies accepted) or Student ID (copy) • Documents showing study period, number of school days, and class schedule
Pre/Postnatal Period	For those wishing to use the club during the prenatal or postnatal period	Maternal and Child Health Handbook (copy of cover and page showing expected delivery date)

*If the document includes a specified period, you will need to resubmit it within that period.

Please fill out all forms in **black ballpoint pen**. Forms filled out in pencil, erasable pens, or mechanical pencils will not be accepted. Application forms can also be downloaded from the city website.

● **Apply via the Online Application System**

Please prepare the necessary documents from the “Additional Documents” listed above and apply using the link or code below.

Make sure to complete your application by 11:59 p.m. on the final day of the application period.

Note: **Applications submitted after the deadline cannot be accepted.**

Note: The system may be temporarily unavailable due to maintenance. Thank you for your understanding.

Link to access the online application system <https://logoform.jp/f/aLQCI>



6. Decision on Admission:

(1) Admission is determined by a comprehensive review of the application and the status of the desired kids' club.

Therefore, **submitting an application does not guarantee enrollment.**

(2) If You Need to Make Changes After Submitting Your Application

Situation	What to submit	When to submit	Where to submit
If you wish to change your preferences after submitting your application	Notice of Change	As soon as your new preferences are decided	Directly to the Kids' Club, or via the online application system
If you no longer require enrollment after submitting your application	Notice of Withdrawal	Before your enrollment is confirmed	
If you no longer require enrollment after your application has been approved	Notice of Declination	Before the start of the enrollment period	
If your application is not approved and you do not wish to be considered for enrollment in your preferred month or later	Notice of Declination	Promptly	

(3) If admission is denied, the eligibility for enrollment is not lost. If vacancies arise in the desired club during the enrollment period, the applicant may be reconsidered for admission even mid-year. Therefore, if you do not wish to be considered for enrollment after your preferred month, please check the box labeled “Withdraw my enrollment request” in the “Screening Preference if Not Approved” section of the application form.

Note: If you check this box, you do not need to submit a Notice of Declination.

7. Usage Fees:

Fees as of 1 April 2025 are as follows.

Please note: The details for fiscal year 2026 are subject to change.

Further information will be provided once the usage fees have been finalized.

(1) **Basic Fees:**

Applicable Persons	Regular Months	August	March	Summer Vacation
Weekdays only	¥7,500	¥12,000	¥10,000	¥14,600
Weekdays and Saturdays	¥9,500	¥14,000	¥12,000	¥17,400

Notes:

- Reduced fees may apply for households with siblings using the service simultaneously or for those receiving public assistance.
- The fee applies to all children registered.
- The fee is determined based on the household status as of the 1st day of the enrollment month.
- Fees may change mid-year based on changes in household circumstances.

- No refunds or pro-rata adjustments will be made for mid-month withdrawals or days not attended.
- The fee applies even if the child does not attend on any day during the month.

(2) Extended Hour Fees:

Applicable Persons	Amount
Those using the club past 6:00 PM:	100 JPY each time (up to a maximum of 1,000 JPY per month).

Note: Fees are based on the actual usage per month.

(3) Payment Method:

- Payment is primarily by direct debit. Information about bank account registration procedures will be provided after your enrollment is confirmed. For more details, visit the city website.

8. For Inquires:

- **Child & Youth Support Division (Kids' Club Section), Youth Affairs Bureau, Shizuoka City Hall**
Address: 1st Floor, City Hall Shizuoka Office Original Building, 5-1 Ote-machi, Aoi-ku, Shizuoka City, 420-8602 (Japan)
Phone: 054-221-1575
Fax: 054-221-9293
- **Each Kids' Club:**
Refer to the "List of After-School Kids' Clubs" on the city website.