令和 8 年度　School Year 2026 [*Reiwa 8 nendo*]

[磐田市保育園等入園案内]（英語版）

Application Guide for Iwata City *Hoikuen* [Nursery School] and others

This admission guide describes the matters and procedures required to apply for *Hoikuen, Nintei Kodomoen* (*Hoikuen* section) [Certified Centers for Early Childhood Education and Care] and *Chiikigata Hoiku* [Community-based childcare] of Iwata City. If you are going to enroll your child, please be sure to read this information.

Regarding the documents, please complete all the forms and submit them by the deadline.

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School Year 2026 [*R8 nendo*] Class (Grade) Setting by Age

Class	Child's date of birth
Age 0	From *R7 nen* (2025) April 2nd - ※Available Nursery may vary depending on the age of the child.
Age 1	From *R6 nen* (2024) April 2nd to *R7 nen* (2025) April 1st
Age 2	From *R5 nen* (2023) April 2nd to *R6 nen* (2024) April 1st
Age 3	From *R4 nen* (2022) April 2nd to *R5 nen* (2023) April 1st
Age 4	From *R3 nen* (2021) April 2nd to *R4 nen* (2022) April 1st
Age 5	From *R2 nen* (2020) April 2nd to *R3 nen* (2021) April 1st

Contact:

Iwata City Office Kodomo-bu Yōji Kyōiku Hoiku-ka

[Iwata City Children's Department, Early Childhood Education and Childcare Department]

Sōmu Group [General Affairs Group]: **0538-37-4858**

(1st Edition)

1 Who can apply for admission to *Hoikuen* 保育園等に入園申し込みできる方について

Parents/guardians can apply if they require childcare for any of the following reasons:

Reasons for requiring childcare	Parent / guardian's situation	Available period (Period of certification)
Working	Working hours are 64 hours a month or more	Period in which parents are working continuously.
Pregnancy / Childbirth	Before and after childbirth	Two months before and after the expected delivery month. ※1
Illness / Disability	Have illness, injury, or disability	Until the guardian recovers from the illness, etc.
Nursing / Caring	Are constantly nursing caring for a relative	Until there is no need for care or nursing care.
Disaster Recovery	Are involved in recovery from disasters such as fires etc.	Until the recovery is complete.
Searching Job	Are continually looking for a job (including preparation to start a business)	The end of the month on which 90 days have passed since the effective date. ※2
(Parents) Attending School	Are attending university, vocational training school, vocational school (etc.) for more than 64 hours a month.	Until the end of the month of the scheduled graduation date.
Abuse / Domestic Violence	When necessary to prevent child abuse / Domestic Violence	Period considered necessary.

※1 After the period expires, the child has to leave the facility. If you want your child to continue to attend the facility, please apply for admission again. Admission (selection) will be adjusted again.

※2 Within 90 days after your child enters nursery, please submit a "*Shūrō (naitei) shōmei-sho* [Certificate of employment (or promise of employment)]" that meets the condition that you are working 64 hours or more a month. If you do not submit that certificate and if your situation does not correspond to any other reasons that require childcare, the enrollment of child will be canceled. In addition, when the child is in the "waiting list [*nyūen horyū*]" and one of the parents is not working, the submission of "*Kyūshoku katsudō shinkoku-sho ken seiyaku-sho* [Job Searching Activity Declaration Form / Pledge]" is needed every 3 months to check the status of job search activities.

◎ **Please note that applying from the above reasons, may not be able to enter nursery depends on availability.**

2 Application for "*Kyōiku hoiku kyūfu no nintei* [Certification of education/ childcare benefits]" 教育・保育給付の認定申請について

For your child to be able to go to a *Hoikuen*, etc. you need to apply for both "Certification of Education/Childcare Benefits under classification 2 or 3 [*2-gō or 3-gō nintei*]" and for facility admission.

(1) Classification of Benefit Certification 認定区分について

Classification	Target Age	Requirement for Guardian	Hours Available / Type	Facilities to be applied
1-gō Nintei	From 3 years old to before entering *Shōgakkō* [Elementary school]	None	–	Yochien/Nintei Kodomoen (Yochien waku)
2-gō Nintei		Apply to nursery needs reasons and in the situation that cannot care the child at home	"*Hoiku hyōjun jikan* [**Standard time childcare**]" (Maximum 11 hours) or "*Hoiku tanjikan* [**Short time childcare**]" (Maximum 8 hours)	Hoikuen/Nintei Kodomoen (Hoikuen waku)
3-gō Nintei	From 0 to 2 years old			Hoikuen/Nintei Kodomoen (Hoikuen waku) Chiiki Renkeigata Hoiku

◆After applying, as a result of examination of your case conducted by Iwata City, they will send a mail "*Shikyū Ninteishō* [Certificate of Eligibility for Benefits]" to those who fall under the reasons for requiring childcare **(Note that is not a notification of admission decision/confirmation]).** Those who plan to move to Iwata City, or who apply before the birth of their child will be issued a "Certificate of Eligibility for Benefits" after completing resident registration.

(２) Childcare requirements 保育必要量について

Approvals of 2-*gō* or 3-*gō* (categories) are divided into “Standard time childcare” and “Short time childcare” depending on the parents’ working hours and the reasons why childcare is required. The handling of childcare fees and extended childcare also differs depending on this category.

The daily available time is maximum to 11 hours for Standard time and maximum to 8 hours for short time childcare. The required amount of childcare is the maximum available time, and the actual hours of use will be based on the “range of childcare required” according to each family.

Reasons for requiring childcare	Standard time childcare / Short time childcare	Remarks
Working	Standard or Short time	Case by case judgment according to working hours.
Pregnancy / Childbirth	Standard time as a rule	Short time is possible if there is a request from the parent/guardian.
Illness / Disability	Standard or Short time	Case by case judgment according to the severeness of illness or disability.
Nursing / Caring	Standard or Short time	Individual decisions will be made based on the nature of the care/nursing.
Disaster Recovery	Standard time as a rule	Short time is also possible if there is a request from the parent/guardian.
Job Hunting	Short time as a rule	Standard time is possible only if there is an objective and rational reason.
(Parents) Attending School	Standard or Short time	Case by case judgment according to the time required to attend school.
Abuse / Domestic Violence	Standard time as a rule	Short time is also possible if there is a request from the parent/guardian.
Childcare leave	Short time as a rule	Standard time is also possible only if there is an objective and rational reason

◆If the child stays beyond the childcare hours set by the facility, you will be charged an “extended childcare fee” (which varies depending on the facility).

◆The hours for Short time approved childcare use vary according to the facility. For details, please see the "School Year 2026 - Iwata City Information on *Hoikuen*, *Yōchien* etc. " and fill in the time settings for your 1st choice of facility.

◆If you want to change the required amount of childcare after the “*Shikyū nintei* [Grant Approval]” has been decided, you will need to complete the procedure for applying for a change. The deadline is the 20th of each month (or the previous weekday if the 20th falls on a Saturday, Sunday, or public holiday), and the change will be applied from the following month.

3 Application for admission 入園申込みについて

(Ⅰ) From application to decision 申込みから決定までの流れ

1	Application for certification/ Application for admission	Please submit all application documents (on page 4) during the reception period.
2	Decision of “*Shikyū nintei* [Grant Approval]” (2-go or 3- *go*)	We will mail you a “*Shikyū Ninteishō* [certificate]” based on the application. ※For enrollment application for April 2026 (1st application period), the *Shikyū Ninteishō* [certificate] will be issued by the end of January 2026.
3	Publication of Application Status	Total application status will be announced on the city website.
4	Change of preferred nursery or sibling application category	Apply online during the change application period. Please apply electronically or in person at the *Yōji Kyōiku Hoiku-ka* Department within the period of change.
5	Adjustment for Admission (Selection)	Based on the application, the city will adjust the enrollment. Decisions will be made in the order of nursery need.
6	Notification of admission adjustment result	Notification will be given at the end of the month of two months prior to the month in which you wish to enroll.
	(If admission is accepted [*Naitei*])	We will send a “保育園等入園承諾通知書(*Hoikuen-tō Nyūen Shōdaku Tsūchisho*) [Notification of acceptance for admission to Nursery school, etc.]” by mail.
	(If admission is pending [*Horyū*])	A “*Hoikuen-tō nyūen horyū tsūchisho* [Notice of Pending Admission to Nursery School, etc.]” will be sent by mail only the first time. ※From the following month onwards, written notification will be sent only if the admission offer is confirmed. ※The selection process will continue throughout the academic year. ※If you wish to change your preferred preschool, please apply during the period for changing your preferred preschool or sibling application category for each month.
7	Interview (only for those who confirmed the admission)	We will conduct interviews to prepare for admission to the *Hoikuen* and necessary procedures for admission.
8	Start to use Nursery (only for those who have confirmed the admission)	The child will enter from 1st of the month that wants to join.

◆ Please see page 8 for details on what happens after your child is admitted.
◆ Admission is not on a first-come, first-served basis. Admission will be determined based on the usage adjustment index table.

To check recruitment status

(２) **Reception time:** From Mon. – Fri. 8:30 to 17:15 (Closed Saturdays/Sundays/National Holidays)
※ Please apply online except the reception time.

(３) **Reception place:** *Iwata City Office Kodomo-bu Yōji Kyōiku Hoiku-ka, (Ai Plaza 3rd floor).*

(４) **Reception period:** Application period may vary by the month that you want to enroll.
※ Please note that applications will NOT be accepted outside of this period.
※ Please let us know, if the guardian is suddenly ill, injured (etc.), or has other unavoidable circumstance.
※ If you wish to change the reasons for childcare that may affect to adjustment score, please notify within the application period.

(５) **Period for change of preferred nursery or sibling application category:**
Changes to the preferred preschool and changes to the sibling application categories can be made electronically or at the *Yōji Kyōiku Hoiku-ka* [Early Childhood Education and Childcare Department] counter. We do not accept changes by phone.
To apply electronically, please use the QR code on the right or the URL below.
URL https://logoform.jp/form/dWNN/hoikuenhenko

To change your preferred facility

※ If you applied for siblings, each child needs to be changed in separate application.
※ Please note that you cannot apply changes outside the reception period.

Wish to Enroll in	Application period	Recruitment situation Date of publication	Change of Preferred Nursery or Sibling application classification	Result notification in 2026
APR	**[1st application period]** OCT 1 (Wed) to OCT 31(Fri), 2025	NOV 21 (Fri), 2025	From NOV 21 (Fri) to NOV 28 (Fri), 2025, ※Limited to once per person during the period. I	End of JAN
	[2nd application period] NOV 4 (Tue), 2025, to JAN 30 (Fri), 2026	JAN 23 (Fri), 2026	From JAN 23 (Fri) to JAN 30 (Fri), 2026 ※Limited to once per person during the period.	End of FEB
MAY	Within FEB, 2026	MAR 6 (Fri), 2026	From MAR 6 (Fri) to MAR 11 (Wed)	End of MAR
JUN	Within MAR	APR 8 (Wed)	From APR 8 (Wed) to APR 13 (Mon)	End of APR
JUL	Within APR	MAY 11 (Mon)	From MAY 11 (Mon) to MAY 13 (Wed)	End of MAY
AUG	Within MAY	JUN 8 (Mon)	From JUN 8 (Mon) to JUN 11 (Thu)	End of JUN
SEP	Within JUN	JUL 8 (Wed)	From JUL 8 (Wed) to JUL 13 (Mon)	End of JUL
OCT	Within JUL	AUG 10 (Mon)	From AUG 10 (Mon) to AUG 14 (Fri)	End of AUG
NOV	Within AUG	SEP 8 (Tue)	From SEP 8 (Tue) to SEP 11 (Fri)	End of SEP
DEC	Within SEP	OCT 8 (Thu)	From OCT 8 (Thu) to OCT 14 (Wed)	End of OCT
JAN	Within OCT	NOV 9 (Mon)	From NOV 9 (Mon) to NOV 13 (Fri)	End of NOV
FEB	From OCT to NOV	DEC 8 (Tue), 2026	From DEC 8 (Tue) to DEC 11 (Fri)	End of DEC
MAR	From OCT to DEC, 2026	JAN 8 (Fri), 2027	FromJAN 8 (Fri) to JAN 12, (Tue) 2027	End of JAN 2027

4 Documents required for application 申し込みに必要な書類について

(１) Required documents for all the applicants

1	Application form for certification of education and childcare benefits for children and Application form for admission to *Hoikuen* (etc.).	One form for each child. ※ Necessary documents when applying ① For My Number confirmation→ My Number Card (both parents), Notification Card (both parents), Certificate of residence with My Number. ② ID (of who came to apply)→ Driver's license, My Number Card, *Zairyū Card*, etc. ※ As general rule, you will be required to enter your My Number, but applications can be accepted even if you do not fill it out.
2	Questionnaire for Iwata City *Hoikuen* etc. admission	One form is required for each child.
3	Application confirmation sheet	After reviewing the information, please check the items and sign the form.
4	Documents certifying the need of childcare	Those who will submit the documents are the parents of the child, grandparents under the age of 65 living together (separate households, separate buildings on the same site and adjacent land are also considered living together). The required documents differ depending on the situation. Please confirm the table below for details.

【Documents to prove childcare needs】

		Shūrō shōmei-sho [Certificate of employment] (※１)	Copy of *Kakuteishinkō-sho* [Final tax return]	Job search declaration form and Term of pledge	※ *Mōshitatesho* [Declaration]	＋ Additional Documents to be Attached				
						Shindansho [Medical Certificate]	Copy of *Boshi Techō*	Copy of disability certificate/	Copy of school enrollment certificate	Copy of Notifications
Working	Is employed (or the job was confirmed)	○								
	Self-employed/ Agriculture, Forestry and Fisheries	○ (※２)	○							
	Naishoku [work at home]	○								
Pregnancy / Childbirth					○		○			
Illness / Injury					○	○				
Disability					○			○		
Nursing / Caring	Nursing for people with disability /long-term care				○			○		
	Nursing for person without disabilities				○	○				
Disaster Recovery					○					
Job Searching				○						
(Parents) Attending School					○				○	
Child abuse / Domestic Violence (DV)					○					○

※１ In principle, the certificate is valid for six months from the date of certification, only if there are no changes to the content.

※２ If you are self-employed, as the representative of your company, please certify yourself.

◆If grandparents under the age of 65 who live together do not submit necessary documentation, adjustment points will be deducted.

◆New admissions are not possible due to “childcare leave” reason. → Please apply under the reason “Working” after childcare leave.

(2) Documents required for childcare fee calculation, etc. (Only if applicable)

Nursery fees are calculated based on the guardian's *Shiminzeigaku* [Municipal tax amount]. For those who have moved and were not registered as residents in Iwata City as of January 1, 2025, please obtain the documents listed in the table below from the municipality where you were registered as a resident and submit them. The documents to be submitted vary depending on the address change period and the desired month of admission.

【Documents required for those who moved to Iwata City on or after January 2, 2025】

Wish to Enroll	Residents registered in Iwata City between January 2nd, 2025 [*R7 nendo*], and January 1st, 2026 [*R8 nendo*].	Residents registered in Iwata City on or after January 2nd, 2026 [*R8 nendo*]
April to August	●School Year 2025 [*R7 nendo*] Copy of *Shikuchōson minzei shotoku kazei-tō shōmeisho* [Municipal taxation certificate-income] of 2024.	●School Year 2025 [*R7 nendo*] Copy of *Shikuchōson minzei shotoku kazei-tō shōmeisho* [Municipal taxation certificate-income] of 2024. ●School Year 2026 [*R8 nendo*] Copy of *Shikuchōson minzei shotoku kazei-tō shōmeisho* [Municipal taxation certificate-income] of 2025.
September to March	Not required ※Those who have not yet filed a Municipal tax return must report it and submit a copy of the return.	●School Year 2026 [*R8 nendo*] Copy of *Shikuchōson minzei shotoku kazei-tō shōmeisho* [Municipal taxation certificate-income] of 2025.

◆The 2026 [*R8 nendo*] *Shikuchōson minzei shotoku kazei-tō shōmeisho* [Municipal taxation certificate-income] (income during 2025) is scheduled to be issued around June 2026. When comes the issue period, please get the certificate at the municipality where you moved out and submit it as soon as possible.

◆Although the name of document can be different depending on the city, ward, town, or village, please submit a certificate that shows the "*Shikuchōson minzei kazei gaku* [Municipal taxation]."

◆Even if you have a resident registration, if you have no income and have not filed your municipal tax declaration, you must file your Municipal Tax・Prefectural Tax Declaration [*Shiminzei Kenminzei Shinkoku*] and then submit a copy of the declaration.

◆With the introduction of the My Number system, for those who are taxed in other cities, the information may be shared using their My Number when calculating childcare fees, etc.

◆Depending on the tax declaration of your earning status and household situation, you may be asked to submit more documents.

(3) Applications for those living outside Iwata City, and applications to facilities outside Iwata City.

① For those who plan to move to Iwata City by the month before the desired enrollment month: Please apply directly to Iwata City.

If you are planning to move into Iwata City, by the 20th of the previous month of entry to the nursery, will be accepted at Iwata City and go through the same procedure as the city residents for entry adjustment selection (there will be no points reduction for living outside the city.) However, if you are not moving into Iwata City by the end of the previous month of entry, the decision of entry may be canceled and will be confirmed again if you are planning to move into Iwata City.

- ◆ Please submit documents confirming you are intended to move in, together with the application form. The documents should be copies of the house sales contract, house building permit, apartment rental contract, etc., including the address of the new location and the date of moving in (e.g., date of owner change, date of start occupancy, etc.).

  If you do not have all the necessary documents at the time of application, you will need to apply in the same way as "②For those who do not plan to move to Iwata City by the month before the desired month of enrollment."
- ◆ Write the new address in Iwata City and the date to move in the margin of the application form.
- ◆ If you are currently living in overseas, we cannot accept the application since you are not eligible for certification.
- ◆ Iwata City will contact you whether your child will be admitted or not.
- ◆ After completing the transfer procedures, please contact the *Yōji Kyōiku Hoiku-ka* [Early Childhood Education and Childcare Department].

② For those who are not planning to move to Iwata City by the month before the desired month of enrollment: Please apply through your local city (ward/town/village) [*Shikuchōson*].

Both certification and application for enrolment should be made at your local municipality. Iwata City will coordinate the enrolment after receiving the application documents from your municipality. However, the priority level is lower than for Iwata City residents.

- ◆ For the required documents, please use the format of the municipality where you live.

◆ Iwata City will contact your municipality then municipality will contact you whether your child will be admitted or not.
◆ Please apply at least one week before the deadline, as it may take some time for your local municipality to send the necessary documents to Iwata City.
◆ Since admission is by school year, if you wish to continue using the facility, you will need to apply every year.

③ For those who wish to apply to facilities outside Iwata City: Apply directly to Iwata City.
Please check with the city (ward/town/village) where your desired facility is located regarding the application period and required documents.
The application forms will be sent to the city (ward/town/village) where your desired facility is located. The admission will be adjusted according to the standards of that city (ward/town/village) to which the application was sent.
◆ Please apply at least one week before the deadline, as it may take some time to process your application.
◆ If you are planning to move out and have already applied, you must reapply for admission to the self-governing body [*Jichitai*] where you are moving out to at the same time as the change of residence registration.

5 Points to keep in mind when applying 申込みの際の注意点について

(１) Before applying for nursery approval qualification and admission. 認定申請及び入園申込みの前に

As childcare content varies by facility to facility, please visit the facility before applying. In addition to childcare and school lunch fees, some facilities require separate fees such as parent membership (PTA) fees, gym uniforms (etc.), so the required expenses will vary depending on the nursery. Please be careful when choosing your preferred facility, because if you decline the vacancy offer, your child will be penalized (-5 points) in the admission adjustment process up until March 2027 (during the 2026 school year).

Please contact the nursery directly to make your appointment in advance to visit.

(２) About filling out the desired nursery. 希望園の記入について

The admission application form has columns for 1st to 5th nursery preferences. If you have more than 6th choice, please fill out another application form.

※There is no limit to the number of desired nursery listed, but there is a possibility that your child will be admitted to a nursery with is low priority. Please fill in the names of the nursery that your child can attend for sure.

(３) If you are worried about your child's development, behavior, food allergies, etc. お子様の発達や行動、食物アレルギー等について心配がある場合

If you have any concerns about your child's development (speech delay, hyperactivity, etc.) or health (food allergies, medical history, etc.), please be sure to visit the desired nursery and consult the responsible of nursery before applying. Please note that we may not be able to accept your child's admission due to the nursery's not having a suitable system for accepting the child, we ask you to contact the nursery as soon as possible with plenty of time.

(４) If medical care is required. 医療的ケアが必要な場合

We support group living at the nursery school (etc.) for children who require medical care on a daily life.

The conditions for receiving medical care are that children must be able to live together in a group, that their medical conditions and health conditions are stable, and that medical care is provided by their parents/guardians at home.

Please note that we may not be able to accommodate your request due to staffing and equipment (etc.), so if you want to receive medical care at the nursery, please consult with the *Yōji Kyōiku Hoiku-ka* [Early Childhood Education and Childcare Department] regarding the provision of medical care before applying for admission.

◆Medical care available at the nursery school (etc.)

Tube feeding, sputum suction, urinary catheterization, fecal disposal through a colostomy, insulin injection (injection/pump).

(5) In case of childcare leave 育児休業の取り扱い

Those who are on childcare leave can apply for approval qualification and admission on the condition that will return to work by the end of the month following the month of admission. In addition, if you are applying with siblings (including multiples birth), you will also need to return to work even if only one of the siblings (including multiple children) is admitted to the facility. After entering the facility, please submit a " Certificate of Return to Work [*Fukushoku shōmeisho*]". If you are unable to return to work under the conditions you applied for, your child will have to withdraw from school. Also, if you shorten your childcare leave, apply for admission, and are successful in enrolling your child in a nursery school (etc.), please be sure to shorten your childcare leave and return to work.

Please note that children enrolled in the facility are permitted to use the facility during childcare leave only if you return to your previous workplace. If you are unable to return to your previous workplace, your child will have to withdraw from school.

6 After applying for the facility admission 入園申込み後について

If any changes in the details of your application occurred, contact *Yōji Kyōiku Hoiku-ka* [Early Childhood Education and Childcare Department] immediately.

① When the reason for requiring childcare changes, work hours, seek for a job and the employment has been decided, quit the job (etc.) have changed.

※In all cases, the relevant certificates (etc.) must be submitted. (See page 4)

※If you do not contact the changes and the admission is subsequently decided, your admission may be canceled because the actual status is different.

※If you wish to change the reasons for needing childcare, please do so within the application period. However, only the 1st application period of applications for admission in April will be accepted until Friday, November 28, 2025.

② When changing the desired nursery.

※Changes can be made during each month's "Period for changing desired nursery and sibling classification."

③ When there is a change in contact information or in the contents of the *Jūmin'hyō* [Certificate of Residence] details (address, name, family composition, etc.)

④ When there is no longer a need for application.

※ Need to submit "*Hoikuen-tō Nyuen Mōshikomi Jitai Todoke* [cancelation form]" to Department *Yōji Kyōiku Hoiku-ka.*

7 After admission has been decided 入園決定後について

(1) Admission decision 入園決定について

The total assessment is made being considered the employment and family situation of guardians, the admission situation of siblings, etc. and admission will be decided for the family with the highest need of nursery admission. The adjustment index (adjustment score) is on the Iwata City website.

The results will be notified in the "*Hoikuentō nyūen shōdaku tsūchisho* [Notification of confirmation of admission in *Hoikuen* (etc.)]" or the "*Hoikuen-tō nyūen horyū tsūchisho* [Notification of pending for *Hoikuen* (etc.)]". From the month after the "Notification of pending for *Hoikuen* (etc.)" is sent, notification will only be sent when the admission decision is made. However, the application remains valid and admission adjustments will continue until the end of the School Year (April/1 to March/31 of next year). When you receive the "Notification of confirmation of admission in *Hoikuen* (etc.)" guardians should contact the corresponding nursery and proceed the admission procedures. If your family situation differs from the application form at the time of admission, your child may be expelled. If your family situation changes after you receive the "Notification of confirmation of admission" be sure to contact *Yōji Kyōiku Hoiku-ka* [Early Childhood Education and Childcare Department].

(2) Declining an offer of nursery admission 内定辞退について

If you want to decline a vacancy offer, please promptly submit a "保育園入園内定・申込み辞退届 [Acceptance of admission to nursery school / Notification of decline from application" to the *Yōji Kyōiku Hoiku-ka* [Department] and contact the facility that you have been accepted to. If you want to enroll your child in a nursery school (etc.) after declining an offer of vacancy, you will need to apply for admission again.

If you decline an admission offer without just reason or take actions that interfere with the fair selection process, there will be a reduction of points in the adjustment score within that School Year.

The "保育園等入園保留通知書 [Notification of pending for *Hoikuen* (etc.)]" is a notification for those whose admission has been put on hold in the admission adjustments and who have not been offered an admission offer. Therefore, we cannot issue that notification to those who have declined the offer.

8 After entering the facility 入園後について

(1) Gradual Entry (*Narashi Hoiku*) ならし保育について

For the children can get used to the nursery (*Narashi hoiku*) comfortably, at the beginning it will be a few hours and will increase the nursing hours gradually as the child adaptation. The period of *Narashi hoiku* depends on the nursery and the child, about 2 weeks from the first day the child enters the nursery. Early pick-up is required during this period. Regular monthly tuition will be charged during this period. ※We cannot provide a 'gradual entry' period before enrollment.

(２) Change the nursery you attend [*Ten'en*] 利用施設の変更(転園)を希望する場合

If you want to transfer your child to another facility due to reasons such as moving, you will need to apply for a transfer. Please contact *Yōji Kyōiku Hoiku-ka* [Early Childhood Education and Childcare Department] regarding the necessary documents to be submitted. Please note that once the transfer decision has been made, it is not possible to cancel the transfer or to return to the prior facility.

※Priority will be given to new applicants for admission adjustment (selection), so we may not be able to meet your wishes.

(３) Move out the city 市外へ転出する場合

If you move out of the city after enrolling, you can continue to attend your current nursery etc. until the end of the School Year. However, please be sure to consult with us in advance, as you may not be eligible if you are on childcare leave or are retiring due to a change of address etc. If intend continue attending the same nursery in the next month onwards after address change, it is necessary application for "*Kyūfu nintei* [Benefits certification]" and application for admission at the municipality you are moving to.

If you want to continue using the facility in the following school year and beyond, you will need to apply for the service each school year at the city (ward/town/village) where you are moving out. Please note that you may not be able to continue using the facility as we will need to make further adjustments to admission.

(４) Withdrawal from facility 退園する場合

If you want to withdraw your child, please notify the facility and submit a withdrawal form by the end of the month in which you want to withdraw.

9 Childcare fee calculation/determination of side meal fee exemption 保育料算定・副食費免除判定について

(１) Calculation method of childcare fees (0-2 year old classes) 保育料の算定方法等について(０～２歳児クラス)

① It is calculated based on the total amount of "*Shiminzei shotoku warigaku* [Municipal graded income tax] of guardians (parents, etc.).

② When the parents, etc. are exempt of Municipal tax [*Shiminzei hikazei*] and the grandparents living together pays the municipal tax (even, separated householder, separate buildings on the same site are also considered living together) is calculated according to the grandparents' municipal tax.

③ The total amount of "*Shiminzei shotoku warigaku* [Municipal tax income levy]" used for monthly fee calculation **is before the deduction of:** *Haitō kōjo* [Credit for dividend], *Gaikoku zeigaku kōjo* [Foreign Tax Credit], *Jūtaku kariirekin-tō tokubetsu zeigaku kōjo* [Special tax deduction for housing loans, etc.], *Haitō wari, Kabu jōto wari oyobi Kifu-kin zeigaku kōjo* [Dividends, stock transfers, and donation tax deductions].

④ Childcare fees are determined on a monthly basis. The childcare fees will not change if you take days off for personal reasons or if you withdraw your child from the school in the middle of the month.
The monthly fee is determined by the child's age class on April/1 (class according to the birthdate) of the School Year of entry in the nursery. Even if your child turns three years old during the school year, you will be charged childcare fees until March of that school year.

(２) Exemption from side meal fees (for class age 3 to 5) 副食費免除について(３～５歳児クラス)

As the introduction of free childcare education and childcare measures, the following people will be exempt from paying side meal fees.

① Those who are in level 4-1-2 or lower on the childcare fee table (page 11).
※However, except for single-parent family, etc. is applicable for family with "*Shiminzei shotoku wari kazei-gaku* [Municipal Resident Tax (Income Levy) Amount]" less than 57.700 yen.

② From the third child (if there are two or more siblings attending classes from 0 to 5 years old).

(３) Nursery fees calculation and side meal subsidy evaluation 保育料の算定・副食費免除の判定について

The amount from April to August will be determined based on the guardians' "*Shiminzei gaku* [Municipal tax]" amount for the FY2025 (Reiwa 7).

The amount from September to March will be determined based on the guardians' "*Shiminzei gaku* [Municipal tax]" amount for the FY2026 (Reiwa 8).

※Every year in September, the monthly fee and meal subsidy amount are recalculate.
If your childcare fee changes, we will send you a "*Hoiku-ryō henkō kettei tsūchisho* [Notification of childcare fee change decision]" by mail.
Those who are eligible for side meal fee exemption will be mailed a "*Fuku shokuhi menjo tsūchi-sho* [Notification of side meal fee exemption]".

Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Calculation and determination based on the tax amount for school year 2025 [*R7 nendo*].					Calculation and determination based on the tax amount for school year 2026 [*R8 nendo*].						

(４) Changes in exemptions for childcare fees and side meal fees 保育料・副食費免除の変更について

When for any reason the amount of municipal tax changes (as for dependent statement, etc.), there is a case of change in the monthly fee and/or meal expenses subsidy. In this case, **there may be an addition or refund of the difference amount retroactively according to the month of Municipal Tax change.**

※Application required, please contact by phone at *Yōji Kyōiku Hoiku-ka* [Early Childhood Education and Childcare Department] for consultation.

※The applicable period is within the applicable School Year, there is no retroactive process over previous years.

※When the family member changes due to marriage, divorce, etc. the childcare fee and meal expense may also change. Please notify by submitting the form [*Jidō no Katei jōkyō-tō no henkō todoke* [Notification of Changes in Child's Home Status, etc.].

(５) Children (person) with disabilities in the same household 同一世帯の障がい児(者)について

There are cases of getting a discount on the monthly fee, submitting a copy of: *Shintai Shōgaisha Techō* [Physical Disability Certificate], *Ryōiku techō* [], *Seishin Shōgaisha Hoken Fukushi Techō.*

10 School Year 2026 Iwata City Childcare Fee Table 令和8年度 磐田市保育料表･英語

Monthly（Unit / yen）

Level (Burden part)		Classification			Monthly fee paid by user ( ) fee of 2nd child	
					0 to 2-year-old class	
					Standard Time	Short Time
# 1 #	1st level	*Seikatsu Hogo Household* (Public Assistance Act Household)			0	0
# 2 1	Level 2-1	Municipal tax-exempt households		Single-parent households, etc.	0 (0)	0 (0)
# 2 2	Level 2-2			Other than single-parent households, etc.	0 (0)	0 (0)
# 3 1	Level 3-1	Municipal tax income rate tax amount [*Shiminzei shotoku-wari kazei-gaku*]	Less than 48,600 yen	Single-parent households, etc.	4,200 (0)	4,100 (0)
# 3 2	Level 3-2			Other than single-parent households, etc.	8,900 (4,450)	8,700 (4,350)
4 1 1	Level 4-1-1		48,600 yen or more and less than 77,101 yen	Single-parent households, etc.	9,000 (0)	8,800 (0)
4 1 2	Level 4-1-2			Other than single-parent households, etc.	19,000 (9,500)	18,600 (9,300)
# 4 2	Level 4-2		77,101 yen or more and less than 97,000 yen		19,000 (9,500)	18,600 (9,300)
# 5 #	Level 5		97,000 yen or more and less than 169,000 yen		29,300 (14,650)	28,700 (14,350)
# 6 #	Level 6		169,000 yen or more and less than 301,000 yen		40,400 (20,200)	39,500 (19,750)
# 7 #	Level 7		301,000 yen or more less than 397,000 yen		46,800 (23,400)	45,600 (22,800)
# 8 #	Level 8		397,000 yen or more		60,800 (30,400)	59,200 (29,600)

※ Standard time childcare: up to 11 hours of usage time
Short time childcare: up to 8 hours of usage time.

(REMARKS)

1 These childcare fees are applicable to users attending Nursery school [*Hoikuen*], *Nintei Kodomoen* (*Hoikuen-bu*) [Certified Centers for Early Childhood Education and Care (Nursery school section] or Community-based childcare [*Chiiki-gata Hoiku*] facilities.

2 If your child has a sibling who attends preschool between the age of 0 and before entering elementary school (5-year-old class [*Nenchō*]), starting with the oldest child, the second child will pay half price (the amount in parentheses), and the third and subsequent children will be free.
For families with *"Shiminzei shotoku wari kazei-gaku* [Municipal graded income taxation amount]" less than 57,700 yen (single-parent family, etc. less than 77,101 yen) there is no age limit for the multiple child reduction.

3 In addition to this childcare fee, actual expenses for teaching materials (etc.) will be charged.

4 With the implementation of free early childhood education and childcare, childcare fees are free for Municipal Tax Exempt [*Shiminzei Hikazei*] households for 0 to 2-year-old classes and for 3 to 5-year-old classes.

ＩＩ How to pay user fees (childcare fees) 利用者負担（保育料）の納付方法について

（Ｉ） Private certified childcare centers and community-based childcare 私立認定こども園・地域型保育について

The user's fee (childcare fee) must be paid to the facility. Please contact your local facility for payment methods and deadlines.

（２） Public certified childcare centers and public and private nursery schools 公立認定こども園・公私立保育園について

User charges (childcare fees) are to be paid to the city. Payments will be made by direct debit. So please fill out the "磐田市税等口座振替依頼書 Iwata City Tax Direct Debit Request Form" available at *Hoikuen* [Nursery schools], *Nintei Kodomoen* [Certified Centers for Early Childhood Education and Care], or *Yōji Kyōiku Hoiku-ka* [Early Childhood Education and Childcare Department]. Submit it to the financial institution.

The withdrawal date is the 25th of each month (or the next business day if the 25th is the bank holiday/financial institution's holiday). Receipts will not be issued, so please check your bankbook or other documents.

Used in the month of	Account transfer date (Bank debit)	Used in the month of	Account transfer date (Bank debit)
April	April 27, 2026 (Monday)	October	October 26 (Monday)
May	May 25 (Monday)	November	November 25 (Wednesday)
June	June 25 (Thursday)	December	December 25 (Friday)
July	July 27 (Monday)	January	January 25, 2027 (Monday)
August	August 25 (Tuesday)	February	February 25 (Thursday)
September	September 25 (Friday)	March	March 25 (Thursday)

Financial institutions that allow direct debit

Shizuoka Ginkō [静岡銀行], *Hamamatsu Iwata Shin'yō Kinko* [浜松磐田信用金庫], *Shimizu Ginkō* [清水銀行], *Suruga Ginkō* [スルガ銀行], *Enshū Chūō Nōgyō Kyōdō Kumiai* [遠州中央農業協同組合], *Shizuoka Chūō Ginkō* [静岡中央銀行], *Mizuho Ginkō* [みずほ銀行], *Mitsui Sumitomo Ginkō* [三井住友銀行], *Mitsubishi UFJ Ginkō* [三菱UFJ 銀行], Risona Ginkō [りそな銀行], *Enshū Shin'yō Kinko* [遠州信用金庫], *Shimada Kakegawa Shin'yō Kinko* [島田掛川信用金庫], *Shizuoka-ken Rōdō Kinko* [静岡県労働金庫] and *Yūcho Ginkō* [ゆうちょ銀行].

12 School Year 2026 - List of Nursery schools and other facilities in Iwata City

令和 8 年度 磐田市保育園等施設一覧･英語

For more information about the nursery school, please see pages 1 to 6 of the "2026 SCHOOL YEAR - GUIDE TO NURSERY SCHOOLS, KINDERGARTENS (ETC.) IN IWATA CITY."

Nintei Kodomoen **[Certified Center for Early Childhood Education and Care]※1**	01	Ōfuji Kodomoen	02	Iwata Nakayoshi Kodomoen	03	Toyoda Minami Kodomoen
	04	Seijō Kodomoen	05	Toyooka Kodomoen	06	Iwata Kita Kodomoen (provisional name) ※3
	07	Iwata Minami Kodomoen (provisional name) ※3	08	Fukude Kodomoen	09	Ryūyō Higashi Kodomoen
	10	Ninomiya Kodomoen	11	Tatsunoko Yōchien	12	Seirei Kodomoen Kōnotori Toyoda
	13	Seirei Kodomoen Kōnotori Higashi	14	Seirei Kodomoen Kōnotori Tomigaoka	15	Kosodate Center Minami Shima
	16	Kosodate Center Tomigaoka	17	Hirose Kodomoen	18	Iwata Kodomoen
	19	Nintei Kodomoen Harō Usagiyama	20	Īrisu Preschool ※4		
Hoikuen **[*Nursery School*]**	21	Iwata Kita Hoikuen	22	Toyoda Nishi Hoikuen	23	Kōnotori Hoikuen
	24	Izumi Hoikuen	25	Izumi Daini Hoikuen	26	Izumi Daisan Hoikuen
	27	Nishikai Hoikuen	28	Kaze no Mori Hoikuen	29	Nakaizumi Hoikuen
	30	Riiza Preschool	31	Toyoda Minami Hoikuen※3	32	Himawari Hoikuen
	33	Buddy Hoikuen	34	Meiwa Ryūyō Hoikuen		
Community-based childcare **[*Chiiki-gata Hoiku*]※2**	35	Hiyoko Hoikuen	36	Heartful Hoikuen	37	Ringo Hoikuen
	38	Happy Hoikuen	39	Iwata Nobiyaka Hoikuen	40	Happy Daini Hoikuen
	41	Shiki no Kaze Hoikuen	42	Shingai Hiyoko Hoikuen	43	Happy Daisan Hoikuen
	44	Hugukumi Baby Iwataen	45	Mana Hoikuen	46	Niji-iro Hoikusho
	47	Yuya no Sato Aimu Hoikuen				

※1 *Nintei Kodomoen* (code 01 to 07): only classes for children aged 3 to 5.

※2 Community-based childcare (code 35 to 47): only classes for children aged 0 to 2.

※3 Planned to become a *Kodomoen* in April 2026 [*R8.4*].

※4 It will be opened in April 2026 [*R8.4*].

13 How to apply electronically 電子申請での申込みについて

Applications for admission can also be submitted electronically. You can apply for admission to *Hoikuen* (etc.) from your smartphone or computer. Please check the following notes (etc.) before submitting your application electronically.

Attention required on electronic application 電子申請の注意事項

- **Please complete your entry by 11:59 PM on each deadline day.**
  If you do not submit in time, your application will not be accepted.
- Once the submission is complete (transmission is sent), you will receive an application completion email. Please configure your settings to receive emails from “no-reply@logoform.jp”.
- If you are applying for siblings, you will need to apply for each child individually.
- Applications for *Hoikuen* outside of the city cannot be submitted electronically.
- The applicant (guardian) must upload identification documents and documents indicating the need for childcare (such as an employment certificate). If the submitted documents are incomplete (etc.), we may not be able to accept your request, or you may be at a disadvantage when adjusting usage.

How to apply

Please apply using the QR code on the right or the URL below.

URL https://logoform.jp/form/dWNN/hoikuen8

Ⅰ4　List of QR codes　二次元コード一覧

Application for admission to nursery school for school year 2026 [*R8 nendo*] 令和８年度保育園入園申込み	**Submitting additional documents related to your admission application** 入園申込みに関する追加資料の提出
New admission applications are possible.	You can submit additional documents related to your admission application.
Announcement of recruitment status 募集状況の公表	**Change of Desired facility or Sibling application category** 希望園・きょうだい申請区分変更
The recruitment status of each facility is published.	You can change your preferred facility during the change period.
Frequently Asked Questions (FAQ) よくある質問	***Ensagasou♪*** えんさがそっ♪
Q&A regarding admission to nursery schools (etc.)	You can search for a facility on the website.

15 EXAMPLES OF FILLING OUT THE FORMS

子どものための教育・保育給付認定申請書兼保育園等入園申込書・英語

R CERTIFICATION FOR EDUCATION AND CHILDCARE BENEFITS
PLICATION FORM FOR ADMISSION TO NURSERY SCHOOL (ETC.)

Example of fill out

磐田市長 To the Mayor of Iwata City

磐田市福祉事務所長 宛 To the Head of Iwata City Welfare Office [*Iwata-shi Fukushi Jimu-shochō*]

As follows, I would like to apply for certification for education and c

Additionally, I agree to allow the viewing of the municipal tax infor ic information necessary for payment approval, and to communicate th educational and daycare institutions (etc.).

※If you would like to attend a Yōchien or a Nintei Kodomoen (Yōchien-waku), please fill in the name of the institution where you want to join in the 1st option field.

- ●Please fill out carefully with a black ballpoint pen.
- ●Do not use pencils or erasable ballpoint pens.
- ●Please make 2 lines over the word to be corrected and write the correct information in the blank space.
- ●Do not use correction tape or correction pens.

申請児童 Child (applicant)

現住所 Current address	〒 4 3 8 - 0 0 7 7 **Iwata-shi Kounodai** (Apartment/Mansion Name)	丁目 *Chōme* 57	番地 *Banchi* 7	号 *Gō*	
My Number	1 2 3 4 5 1 2 3 4 5 1 2	Birth date	☑ *Reiwa* Year 6 M 5 D 12		
フリガナ *Furigana*	イワタ ハルコ		Gender	Age in April/1	
氏名 Child's full name	**IWATA HARUKO**		☐ 男 M ☑ 女 F	1 歳 Years old	

入園希望について Admission request

	施設名 Facility Name	希望理由 Reason for requesting
第１希望 1st option	○○○ **KODOMOEN**	**Because his older sister is attending this Kodomoen.**
第２希望 2nd option	××× **HOIKUEN**	**It's convenient because it's close to my home and work.**
第３希望 3rd option	△△△ **HOIKUEN**	**It's convenient because it's close to mother's workplace.**

施設コード 施設名 Facility Code and Name

If you have 6 or more options, please use another application form to write them.

●Standard childcare time and short time childcare hours vary depending on the nursery school, etc. ●Please refer to the "2026年度 磐田市内保育園・幼稚園等の御案内 FY2026 Iwata City Nursery Schools, Kindergartens, etc. Guide", confirm the time settings for your 1st choice nursery school, etc. and put a check mark.
●The certifications available are different depending on the reason for needing childcare (see page 2).

Period	*Reiwa* Year 8 Month 4 Day 1	to Reiwa Year 9 Month 3 Day 31
Day of use	☑Mon ☑Tue ☑Wed ☑Thu ☑Fri ☑Sat	Time 08:00 to 18:00
Certification classification	☑2号認定・3号認定 No. 2 certification / No. 3 certification	☐1号認定 No.
Required time	☑標準時間（最長11時間）希望 Standard time (max. 11 hrs) desired.	☐短時間（最長8時間）希望 S

Please enter March 31, *Reiwa 9*. However, if there is a fixed period, such as for job hunting, childbirth, or illness, please enter the last day of that period.

Please check "No. 2 certification / No. 3 certification".

☑ Father ☐ Mother ☐ Other（ ）

・連絡先優先者 Priority contact person ☐ Father ☑ Mother ☐ Other（ ）

It should be the same person if you have siblings in the same nursery school etc.

父 Father

フリガナ *Furigana*	イワタ ユウジ
氏名 Full name	**IWATA YUJI**
	☐ 母子家庭により不在 Please check here if fatherless family (father is absent).
MyNumber	1 2 3 4 5 6 2 3 4 5 8 9
Birth date	☐*Shōwa* ☑*Heisei* Year 5 M 1 D 14
別居している場合の住所 Address if live separately	
令和7年１月１日現在の住所 Address in 2025/Jan/1	**IWATA-SHI KOUNODAI 57-7**
連絡先 Phone No. (Don't use hyphens. Fill from left side).	0 9 0 1 2 3 4 * * * *

母 Mother

フリガナ *Furigana*	イワタ アイコ
氏名 Full name	**IWATA AIKO**
	☐ 父子家庭により不在 Please check here if motherless family (mother is absent).
MyNumber	1 2 3 4 5 1 2 3 4 5 6 7
Birth date	☐*Shōwa* ☑*Heisei* Year 6 M 6 D 21
別居している場合の住所 Address if live separately	
令和7年１月１日現在の住所 Address in 2025/Jan/1	**IWATA-SHI KOUNODAI 57-7**
連絡先 Phone No. (Don't use hyphens. Fill from left side).	0 9 0 1 1 1 4 * * * *

Example of fill out

申請児童以外の児童 Child's siblings

児童との続柄 Relationship	フリガナ Furigana / 氏名 Full name	生年月日 Birth date	Age in April/1	学校名等 School name	生計関係 Livelihood
Older brother	イワタ ユウスケ IWATA YUSUKE	☑Heisei ☐Reiwa Y 27 M 6 D 28	10	○○SHŌGAKKŌ	☑Together ☐None
Older sister	イワタ トモコ IWATA TOMOKO	☐Heisei ☑Reiwa Y 2 M 8 D 13	5	○○KODOMOEN	☑Together ☐None
Younger brother	イワタ リョウスケ IWATA RYOSUKE	☐Heisei ☑Reiwa Y 7 M 9 D 10	0	○○KODOMOEN (Currently applying)	☑Together ☐None

If your child has siblings already enrolled in the nursery school etc. you want to enter, adjustment points will be added, so please be sure to fill in the code and name of the nursery school etc.

世帯状況 Household status

生活保護受給の有無 Receive *Seikatsu Hogo*	☐Yes ☑No	開始年月日 Starting date	☐Heisei ☐Reiw	
ひとり親家庭の適用 Single-parent family	☐Yes ☑No	開始年月日 Starting date	☐Heisei ☐Reiw	
		理由 Reason	☐ 未婚Single ☐ 調停Divorce process ☐ 失踪Disappeared ☐ 服役In prision	
障害世帯の適用 Family member has disability?	☐Yes ☑No	手帳保持者名 Booklet holder's name		児童との続柄 Relationship with child

父方祖父 Paternal grandfather ☐ Absent

フリガナ Furigana / Full name	イワタ タクヤ IWATA TAKUYA	Birth date	☑Shōwa ☐Heisei Y 27 M 10 D 10	Age in April/1: 73 Years old
Address	IWATA-SHI SHIMONOBE 48 ☐ 同居 Live together ☐ 同一敷地内 Within the same site ☐ 隣接地 Adjacent land ☑ 市内 In Iwata City ☐ 市外 Another City ☐ 県外 Another Prefecture (*Ken*)			
Work schedule	☐☐ hrs ☐☐ min. to ☐☐ hrs ☐☐ min. Total: ☐☐☐ hours			☑ Does not work
Other				

父方祖母 Paternal grandmother ☐ Absent

フリガナ Furigana / Full name	イワタ シズカ IWATA SHIZUKA	Birth date	☑Shōwa ☐Heisei Y 35 M 11 D 16	Age in April/1: 65 Years old
Address	☑ Same as above ☐ 同居 Live together ☐ 同一敷地内 Within the same site ☐ 隣接地 Adjacent land ☑ 市内 In Iwata City ☐ 市外 Another City ☐ 県外 Another Prefecture (*Ken*)			
Work schedule	☐☐ hrs ☐☐ min. to ☐☐ hrs ☐☐ min. Total: ☐☐☐ hours			☑ Does not work
Other				

母方祖父 Maternal grandfather ☑ Absent

フリガナ Furigana / Full name		Birth date	☐Shōwa ☐Heisei Y ☐☐ M ☐☐ D ☐☐	Age in April/1: ☐☐ Years old
Address	☐ 同居 Live together ☐ 同一敷地内 Within the same site ☐ 隣接地 Adjacent land ☐ 市内 In Iwata City ☐ 市外 Another City ☐ 県外 Another Prefecture (*Ken*)			
Work schedule	☐☐ hrs ☐☐ min. to ☐☐ hrs ☐☐ min. Total: ☐☐☐ hours			☐ Does not work
Other				

母方祖母 Maternal grandmother ☐ Absent

フリガナ Furigana / Full name	スズキ チエコ SUZUKI CHIEKO	Birth date	☑Shōwa ☐Heisei Y 47 M 11 D 16	Age in April/1: 53 Years old
Address	☐ Same as above IWATA-SHI KOUNODAI 57-7 ☐ 同居 Live together ☑ 同一敷地内 Within the same site ☐ 隣接地 Adjacent land ☐ 市内 In Iwata City ☐ 市外 Another City ☐ 県外 Another Prefecture (*Ken*)			
Work schedule	8 hrs 30 min. to 17 hrs 30 min. Total: 8.0 hours			☐ Does not work
Other				

Even if the houses are separated, in separate buildings on the same property, or in nearby areas, they will be considered to be living together when making arrangements for admission.

令和８年度 [FY 2026]

Example of fill out

Iwata City Nursery School (etc.) Entrance Questionnaire Form 磐田市保育園等入園調査書・英語

保育の実施を必要とする理由
Reason for requiring childcare.

申込児童名
Child's Name **IWATA HARUKO**

父親の状況 Father's situation

☑ 就労中 Working	正社員/*Seishain* パート/Part-time アルバイト/*Arubaito* 派遣社員/*Haken shain* 非常勤/*Hijōkin* 契約員/*Keiyaku shain* 内職/*Naishoku* 自営/Self-employed 農業/Agriculture 保険外交/*Hoken gaikō* その他/Other ( )		
☐求職中 Seeking for job	勤務先内定/ Has a job confirmed	求職活動中/Currently seeking for job	
☐疾病・障がい Illness, Disability	☐介護・看護 Nursing, Caring	☐災害復旧 Recovering from disaster	☐就学 Study
☐不在 Absent	☐その他 Other ( )		

母親の状況 Mother's situation

☑ 就労中 Working	正社員/*Seishain* パート/Part-time アルバイト/*Arubaito* 派遣社員/*Haken shain* 非常勤/*Hijōkin* 契約員/*Keiyaku shain* 内職/*Naishoku* 自営/Self-employed 農業/Agriculture 保険外交/*Hoken gaikō* その他/Other ( )			
☐求職中 Seeking for job	勤務先内定/Has a job confirmed	求職活動中/Currently seeking for job		
☐疾病・障害 Illness, Disability	☐介護・看護 Nursing, Caring	☐災害復旧 Recovering from disaster	☐就学 Study	☐妊娠・出産 Pregnancy・Childbirth
☐不在 Absent	☐その他 Other ( )			

児童の状況等 Child situation, etc.

保育状況 Childcare status

☑ 自宅で見ている Taking care at home	父 Father 母 Mother その他 Other（保育者名 Name who take care： 児童との続柄 Relationship with child： ）	
☐自宅外に預けている Other place besides home	公立幼稚園 Public kindergarten 私立幼稚園 Private kindergarten 認可外保育施設 Unlicensed childcare facility 親族 Relative 知人 Acquaintance (friend) 一時預かり Temporary childcare ____days/week 週何日 その他 Other（ ）	
保育者又は保育所名 Name of childcare provider or nursery school		利用開始年月 Start using from ____Year ___Month
所在地 Address		Phone
保育時間 Childcare hours from ： to ：		保育料（月額）Monthly fee _____円 yen
☐職場で保育している Cared at work	店舗内 Inside the store 休憩室 Rest room 自宅(職場と同じ場所) Home(Same place as work) その他 Other（ ）	

健康状況 Health status

発育発達状況 Developmental status	☑順調 Normal ☐その他 Other（ ）
健診の受診 The child did Medical examination?	☐無 No ☑有 Yes 4か月健診 4 month exam 10か月健診 10 month exam 1歳6か月健診 1 year 6 month exam 3歳児健診 3 year exam)
相談・治療している医療機関等 Is child consulting or undergoing treatment?	☐無 No ☑有 Yes 医療機関名 Hospital/clinic's name: **〇〇〇 Hospital / Clinic**
	通院回数 If yes, the number of visits: **1** 回 times a 週 week / 月 month / 年 year
手帳の有無 Has Disability booklet?	☑無 No ☐有 Yes (身体障害者手帳 *Shintai shōgaisha techō* [Physical disability] 療育手帳 *Ryōiku techō* [intellectual disability])

入園にあたり配慮が必要なこと Special care needed when enrolling: **Egg allergy. My child cannot eat eggs themselves but can eat processed eggs such as cakes (etc.). The symptom of the allergy is eczema.**
My child may have developmental delays and may not be able to answer questions.

家庭の状況等 Family situation, etc.

送迎予定者 Who's going to drop/pick-up	☐父 Father ☑ 母 Mother ☐祖父 Grandfather ☐祖母 Grandmother ☐その他 Other		送迎手段 Transportation	☑自動車 Car ☐自転車 Bicycle ☐徒歩 Walk
保護者不在時の連絡先 Emergency contact when parents are absent	氏名 Full name	**SUZUKI CHIEKO**	続柄 Relationship	**Grandmother**
	住所 Address	**IWATA-SHI KOUNODAI 57-7**	連絡先 Phone	〇〇ー〇〇〇〇

(Continues on the reverse side)

Example of fill out

入園希望月に入園できなかった場合の予定　When the child cannot enter in the month that he/she desires.

☑育児休暇延長　Childcare leave extension can be extended until (令和 Reiwa **8** 年 year **11** 月 month まで延長可)

☐保護者が保育する Childcare by parents (父 Father /母 Mother)　☐保護者以外が保育する By other than parents (続柄 relationship:　　)

☐認可外保育施設 Unlicensed childcare facility　☐一時預かり Temporary childcare　☐企業内託児所 Company's nursery

☐幼稚園 Kindergarten [*Yōchien*]　☐その他 Other (

From the perspective of who has registered as the parent.

連帯保証人 Guarantor, as a rule, should be ① Spouse ② Grandparent ③ Relative.

I guarantee that parents/guardians of the child applying for nursery will fully pay the nursery fees.
In case of non-payment, I assume the responsibility to do the payment.

令和 Reiwa ____年 Year __月 Month __日 Day

連帯保証人 Guarantor　氏名 Name **IWATA AIKO** 印 Seal　Relationship with householder **Wife**

住所 Address **IWATA-SHI KOUNODAI 57-7**　Phone **090-1114-＊＊＊＊**

※以下は、該当する方のみご記入ください。**Please fill out the following only if applicable.**

【育児休業から復帰予定で申請する場合】上のお子様が保育園等（※１）に在園している場合は選択不要です。【When applying due to return to work from childcare leave.】 If your older child is enrolled in a nursery school, etc. (※1), you do not need to select this option.
該当するものを１つ選択しチェック☑してください。Be sure to mark ☑ only one of them.

☑直ちに復帰を希望している、又は、保育施設等に入所が決まれば復帰したい。
I intend to return immediately for work and/or as soon gets the vacancy in the nursery, etc.

☐希望する保育園等に入園できない場合は、育児休業の延長も許容できる。(※２)
If you are unable to enroll in a nursery school (etc.) of your choice, you may be allowed to extend your childcare leave. (※2)

(※１)「保育園等」とは、認可保育園、認定こども園（保育園枠)、地域型保育をいいます。Nursery school (etc.) refers to *Ninka hoikuen*, *Nintei Kodomoen* (*Hoikuen* sector) and *Chiiki-gata Hoiku*.
(※２)利用調整に当たり減点(－20 点)となります。Points will be deducted (-20 points) when adjusting usage.

[きょうだいで申請する場合 When applying with siblings.]　希望するものを１つ選択しチェック☑してください。Please mark only one ☑.

☐ A 同時期・同施設の入園ができなければ入園を希望しない。
I'm not interested in admission, if it is not possible to enter at the same time and in the same nursery.

☐ B 別施設での入園でも良いが、同時期でなければ入園を希望しない。
It can be in different nurseries, but it needs to be at the same time.

☐ C 別時期の入園でも良いが、同施設でなければ入園を希望しない。
It can be at different times, but it needs to be in the same nursery.

☑ D 別施設・別時期の入園でも、入園を希望する。
I would like to enroll even if it means enrolling at a different nursery or at a different time.

[C・D を選択した場合のみ、希望するものを１つ選択しチェック☑してください。
Only if you select C or D, please select one option and check ☑ it.

☐ 1 本児が内定しなければ利用は希望しない。
I'm not interested in the vacancy if the child of this application does not get the vacancy.

☑ 2 本児以外【児童名:　　】が内定しなければ利用は希望しない。
I'm not interested in the vacancy if the other child【name: **IWATA RYOSUKE** 】doesn't get the vacancy.

☐ 3 どちらの子が先でも良い。
Either child can enroll first.

※2・3 を選択した方は、申請児童が入園できるまでの保育の予定を記載してください。
When you chose options 2 or 3, fill in where the child will be cared until he/she gets the vacancy.
I will use an unlicensed the facility: (*Facility name*).

[土曜保育を希望する場合 If you wish to use the (childcare) facility on Saturdays]　利用頻度等について、希望するものを１つ選択しチェック☑してください。Select one option regarding frequency of use, etc. and check ☑ it.

☐毎週 Weekly　☐隔週 Every other week　☑その他 Others **It depends on the shift.**

保育希望時間 Desired childcare hours: From **8 : 00** to **17 : 00**

園に空きがあるが、利用者多数等のやむを得ない理由により土曜保育に限って利用できない場合について、下記のうち希望する方を１つ選択しチェック☑してください。If there is a vacancy in the nursery but cannot use it only on Saturdays due to unavoidable reasons such as a large number of children, please select and mark ☑ only one of the following.

☐ A　土曜保育が利用できる園を待つ。Will wait for a nursery where Saturday childcare is available.

☑ B　土曜保育が利用できなくても、園に空きがあれば入園を希望する。※土曜保育が利用できない期間の保育の予定を記載してください。
Even if is not available on Saturdays, I would like to enter the nursery if there is vacancy.
※Please fill in the child schedule during the period when Saturday childcare is not available.
I will leave my son with his grandmother.

※園によって土曜保育の実施状況が異なりますので、希望する園の状況を確認のうえ御記入ください。 The implementation status of childcare on Saturdays differs depending on the nursery, please check the situation before filling in.

令和８年度 FY2026

お申込み確認シート･英語

Application Confirmation Checklist

申込児童名・Child's name: **IWATA HARUKO**

Example of fill out

内容を確認していただいた項目にチェック☑してください。Please check ☑ the items that you have confirmed the contents.

		確 認 事 項 **Checklist** (Please …)	Check
		Please check the contents and then tick (✔).	
入園申込みについて Application for preschool admission	1	申込み前に、「磐田市保育園等入園案内」を必ずお読みください。 Before applying, be sure to read the "磐田市保育園等入園案内 Application Guide for Iwata City *Hoikuen* [Nursery School] and others".	
	2	申請内容が事実と異なる場合や入園時の状況と異なる場合は、支給認定及び内定を取消される場合があります。 If the contents written in your application form are not true or are different from the circumstances at the time of admission, the application/admission adjustment results may be cancelled.	
	3	幼児教育保育課の入退園、保育料賦課徴収等の事務に必要な場合、次の個人情報を確認することに同意します。※必要とする情報：住所、世帯構成、世帯の課税状況、児童扶養手当受給、特別児童扶養手当受給、身体障害者手帳、療育手帳、生活保護受給等にかかる情報。I agree to confirm the following personal information when necessary to the Department of *Yōji Kyōiku Hoiku-ka*'s for admission/quit procedures, childcare fees levy/collection (etc.). ※Required information on: address, family members, family taxation [*Kazei*], Single-parent situation [*Jidō fuyō teate*], receiving special child support allowance [*Tokubetsu jidō fuyō teate*], Certificate of physical disability [*Shintai shōgaisha techō*], Certificate for people with intellectual disabilities [*Ryōiku techō*], *Seikatsu Hogo* [Social security], etc.	
	4	保育を必要とすることを証明する書類の内容について、発行元に照会することがあります。 We may inquire with the issuer regarding the contents of the documents proving the need for childcare (Employer's certificate, etc.)	
	5	申請児童のアレルギーや障がいについては、程度に関わらず必ず申出てください（「保育園等入園調査書」の「児童の状況等」に必ず記載してください。）。Regarding applicant child's allergies and/or disabilities, be sure to report them to the preschool regardless of the severity of the situation (Make sure to fill in the "児童の状況等 Child situation, etc." of the "保育園等入園調査書 Iwata City Nursery School (etc.) Entrance Questionnaire Form").	
	6	申請児童に重篤なアレルギー、病気や障がいなどがある場合は、必ず事前に利用希望園等を訪問し、受入れ状況を確認した上で申込みをしてください（訪問園等への優先利用を約束するものではありません。）。 If your child has a serious allergy, illness, or disability, it is necessary to schedule a visit to the preschool in advance, to check if they have the appropriate structure, employee, etc. The visit (etc.) to the preschool does not guarantee the priority of admission.	
	7	申込み状況に変更があった場合は、必ず幼児教育保育課へ連絡してください。 If there are any changes in the content filled in your application forms, be sure to inform the *Yōji Kyōiku Hoiku-ka* [Department].	
	8	希望園を変更する方は、変更期間内に申請してください。 If you would like to change your desired preschool, please apply within the change period.	
	9	育児休業中に入園申込みする場合は、入園月の翌月末日までに就労を開始することが条件となります。職場復帰後「復職証明書」を提出してください。入園後も引続き育児休業を取得する予定の方は、保育を必要とする事由に該当しないため、入園申込みはできません。If you apply for admission to a preschool during childcare leave, the mother must start to work by the end of the month following the month of child's enrollment. After returning to work, please submit a "Certificate of Return to Work." If the child joins the preschool and the mother intends to continue in maternity leave, the child will not be able to be admitted because the reason for needing childcare is not applicable.	
	10	正当な理由なく希望保育施設の入園内定を辞退するなど、公正な選考に支障を来たす様な行為を行った場合は、年度内の調整点数が指数表のとおり、減点になります。なお、内定を辞退された方には「保育園等入園保留通知書」は交付することができません。 When giving up or refusing a confirmed vacancy without justifiable reason, or if you take actions that may interfere with a fair selection process for admission, the adjusted points for the school year will be deducted according to the index table. Note that a "*Hoikuen* (etc.) admission waiting list notice [*horyū tsūchi*]" cannot be issued to those who decline a admission offer.	
	11	入園の意思がなくなった場合は、取下げ手続きをしてください。 If you no longer want to enroll your child, complete the necessary procedures to withdraw your application.	
	12	今回の入園申込みの有効期間は、年度末までです。翌年度以降も引続き保育園等に入園を希望される場合は、再度、申請書の提出が必要です。 The validity period of this admission application is until the end of the current School Year (April/1st to March/31st). If you want to continue enrolling your child in the nursery school (etc.) in the next School Year, you will need to submit the application again.	
	13	申請書の写しが必要な方は、事前にコピーをお取りください。提出後は、申請書をお返しすることができません。If you require a copy of your application, please make one in advance. Applications cannot be returned after they have been submitted.	
入園後について After being admitted	1	保育を必要とする事由がなくなった場合や市外に転出した場合は、月末で退園となります。 If your child no longer requires childcare or if you move out of the city, the enrollment will be removed from the preschool at the end of the month.	
	2	退園する場合には、早急に園又は幼児教育保育課に退園届を提出してください。If you want to quit the preschool, submit a notice of quitting to the preschool [*Taien Todoke*] to the preschool or to the *Yōji Kyōiku Hoiku-ka* [Department] as soon as possible.	
	3	保育料の日割り計算はありません。月途中の退園でも、1 か月分の保育料がかかります。Upon cancellation of enrollment, there is no fee calculation per day, regardless of the reason. You will be charged the full month's fees.	
	4	保育を必要とする事由については必要に応じ調査し、書類の提出をお願いすることがあります。 We may investigate the reasons why childcare is required and ask you to submit documents if necessary.	
	5	お子様が保育園等に慣れるまで、ならし保育（保育時間の短縮）を実施させていただきます。*Narashi hoiku* [adaptation period] will be provided until the child gets used to the Nursery school (etc.). At the beginning it will be only few hours a day.	
	6	保育を必要とする事由や家庭状況等（住所、同居、別居など）が変更になった場合は、速やかに園又は幼児教育保育課に「児童の家庭状況等変更届」を提出してください。If there are any changes in the reason for needing childcare or in your family situation (address, whether live together or separately, etc.), submit a "児童の家庭状況等変更届 *Jidō no katei jōkyō-tō henkō todoke* [Notification of Changes in Child's Family Situation, etc.]" to the preschool or to the *Yōji Kyōiku Hoiku-ka* [Department] as soon as possible.	
	7	保育必要量の変更を希望する場合は、期日（毎月 20 日までの申請が翌月から反映）までに申請してください。If you want to change your childcare needs, apply by the deadline (applications made by the 20th of each month will be considered in the following month).	
	8	出産休暇・育児休業を取得する場合には、園又は幼児教育保育課へ証明書を提出してください。育児休業取得後、出産前の勤務先に復職できない場合は退園となります。 If you are taking maternity leave or childcare leave, submit document(s) to the preschool or *Yōji Kyōiku Hoiku-ka*. If you are unable to return to your previous workplace after taking childcare leave, your child has to quit the preschool.	
	9	保育料、給食費は、必ず期限内に納付してください。Be sure to pay childcare fees and school lunch fees by the due date.	

上記事項について、全て確認し承諾します。I confirm and agree with all the above matters.

Reiwa Year Month Day
令和 〇 年 〇 月 〇 日

Guardian's Name
保護者署名 ： **IWATA YUJI**