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## Licensed Childcare Facility User Guide (2024 Edition)



Please find the  
English and  
Portuguese versions  
here



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# Childcare Consultation Center

## Childcare Consultation Center

Address: 〒430-8652

Preschool Education and Childcare Division

Hamamatsu City Hall, Main Building 2<sup>nd</sup> floor

Motoshiro-cho 103- 2, Naka-ku, Hamamatsu City

☎053-457-2833

**Operating Hours** 08:00 – 17:15 (excluding weekends and public holidays)



What types of facilities are available to provide childcare for my child?  
I would like to learn about the enrollment process at a Licensed Childcare Facility.  
I would like to amend my preferred childcare facility or sibling classification.  
What is the enrollment process like for a temporary childcare service?

We can help with queries regarding various topics such as the application process for Licensed Childcare Facilities and temporary childcare services.

We provide a phone service, online consultations (video chat), and in-person consultations※.

Please feel free to have a chat with us!

※In-person consultations do not require a reservation. However, please ensure that you allow plenty of time as it may take some time to be seen, especially during busy periods.



Childcare Consultant

## Online Consultation (Video Chat)

Childcare Consultation  
Center

Your Home

You can consult with a childcare consultant via video chat



Ward Office

If you visit the ward office, we will assist you in connecting with the Childcare Consultation Center via video chat.

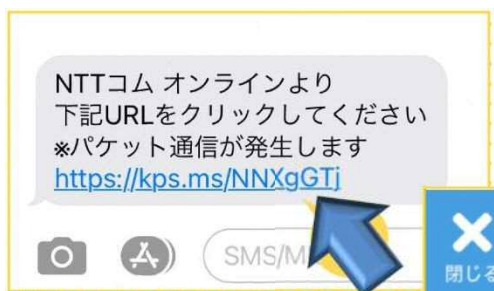
※You can use tablets provided by the ward office (excluding Naka-ku)



Childcare Consultant

## How to use the Online Consultation (Video Chat) Service

- ① Call the Childcare Consultation Center (☎053-457-2833)
- ② Let them know that you would like to use the online consultation service  
Provide the phone number or email address of the device you will use.
- ③ Click the link received via SMS or E-mail



- ④ Start the video chat

※Please note that packet communication fees may apply. Using a Wi-Fi connection is recommended.

- ⑤ To end the video call, click the “Finish” button in the bottom left corner.

When you click the “Finish” button, message ③ will appear. Click “Yes” to finish the video call or “No” to return to the video call screen.



How to Use the Video  
Chat Service





## 1. Licensed Childcare Facilities

The city offers the following types of Licensed Childcare Facilities for pre-primary school children under the “Comprehensive Support System for Children and Child-rearing”.

### ① Certified Early Childhood Education and Care Facilities

A facility which provides both education and childcare, functioning as both a kindergarten and nursery combined.

### ②Nursery

A facility which provides care for children in place of their guardian, who for reasons such as work, cannot care for their children.

### ③Small-scale Childcare Service

- The number of children cared for is less than that of a standard nursery, typically between 6-19 children. For babies aged 0 to 2 years old.
- After they leave the nursery, they can enroll in linked facility\* for further education or childcare.

### ④Corporate Childcare Service

- A facility for the children of company employees (for staff), which also accept children from the local community (for locals) providing joint childcare.
- Local children aged between 0 to 2 years old are accepted and after they leave the nursery, they can enroll in another linked facility\* for further education or childcare.

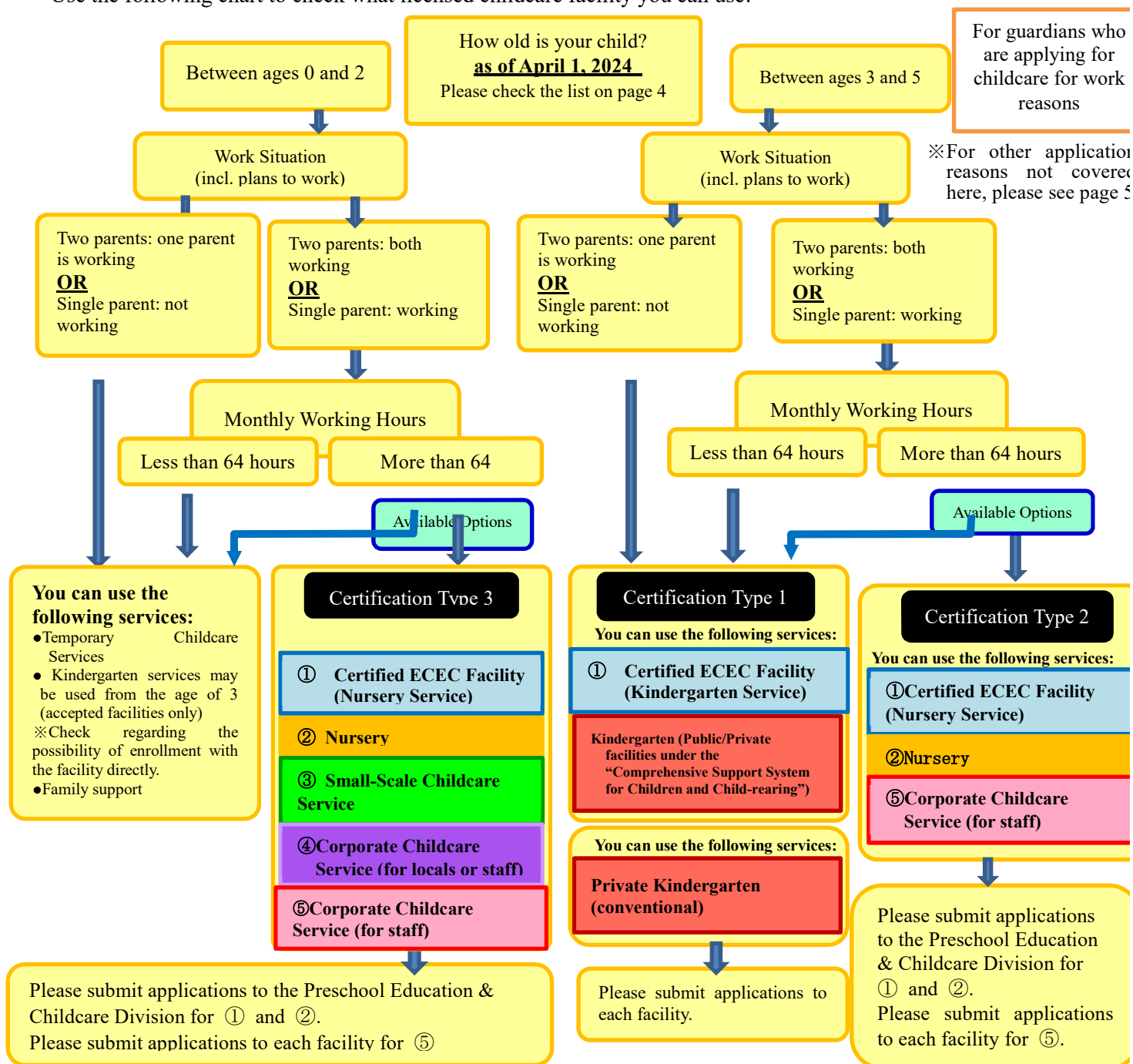
※ Linked Facility: an Certified Early Childhood Education and Care Facility, Nursery or Kindergarten (Kindergartens include traditional private kindergartens)

※ More on linked facilities can be found on page 66 onwards on the “List of Licensed Childcare Facilities”

### Birth Date Ranges for FY2024 Class Groups

Class Age	Child’s Birth Date
0	April 2, 2023 ~
1	April 2, 2022 ~ April 1, 2023
2	April 2, 2021 ~ April 1, 2022
3	April 2, 2020 ~ April 1, 2021
4	April 2, 2019 ~ April 1, 2020
5	April 2, 2018 ~ April 1, 2019

Use the following chart to check what licensed childcare facility you can use!



### Please note:

Please Note:

- ◆ For those with a [Type 3 Certification] who wish to enroll their child in an under 1 year old class: Please check the accepted age group of the facility. (※A "List of Licensed Childcare Facilities" can be found on page 66 onwards).
- ◆ Facilities Type ③ and ⑤: Please check if they have a linked facility from age 3.

### Unlicensed Childcare Facilities

- ① City-Approved Nurseries Facilities which meet the independent standard of Hamamatsu City and have received approval after inspection.
  - ② Company-Led Childcare Services An unlicensed on-site childcare facility providing childcare services for its workers. This facility is intended for the children of employees of the company, but some facilities also allow local children to enroll.
  - ③ Other Unlicensed Childcare Facilities...The facility has notified the city of the provision of childcare services.
- ※Apply directly to the facility. Accepted age groups, usage fees, opening hours, and enrollment requirements vary depending on the facility. For further details, please enquire at each facility directly.

## 2. Certification for Education and Childcare Benefits

To enroll your child in a licensed childcare facility, you need to submit an Education and Childcare Benefits

Certification and Usage (Type 2/ 3 Certification) Application.

Certification Type	Eligible Ages (as of April 1, 2023) Please check the list on page 4	Guardian Requirements	Main Available Facilities
Certification Type 1 ※	From age 3 until entering elementary school	N/A	Certified ECEC Facility (Kindergarten Service) Kindergarten
Certification Type 2		For those who are unable to care for their child due to reasons such as work	Certified ECEC Facility (Nursery Service) Nursery Corporate Childcare Service (for staff)
Certification Type 3	From birth until age 2	( Please refer to “Reasons for Requiring Childcare” below)	Certified ECEC Facility (Nursery Service) Nursery Small-scale Childcare Corporate Childcare Service (for staff and locals)

※ You do not need to apply for Certification Type 1 if you do not wish to apply to a conventional private kindergarten as opposed to a kindergarten under the “Comprehensive Support System for Children and Child-rearing”. The Type 1 Certification application will be explained by your chosen facility upon your child’s enrollment being confirmed.

### Requirements for Certification Types 2 and 3 (Reason for Requiring Childcare)

To be eligible for Type 2/3 certification, both guardians must fulfil one of the “Reasons for Requiring Childcare” listed below and be unable to care for their child at home. You must apply for all of your children of pre-school age who aren’t attending a Licensed/Unlicensed Childcare Facility (including a City-Approved Nursery and Company-Led Childcare Service), kindergarten or a Child Development Support Facility.

Reasons for Requiring Childcare		Guardian’s Situation	Available Usage Time (Certification Period)
1	Employment	<u>Employment exceeding 64 hours per month</u> (incl. full-time, part-time, and work from home)	Duration of guardian’s employment
2	Pregnancy and Childbirth ※1	The mother is close to giving birth or has recently given birth	8 weeks before and after the mother’s due date ※2
3	Illness and Disability	The guardian is hospitalized due to illness or has a disability	Until the guardian recovers from their illness
4	Caregiving and Nursing	A family member requires constant care or nursing care	Until care or nursing care is no longer required
5	Disaster Recovery	The guardian is in the process of recovering from a natural disaster (e.g. earthquake, fire, typhoon)	Until the guardian recovers from the natural disaster
6	Job Hunting	The guardian wishes to work and is currently job-hunting or making preparations to start their own business	Until the end of the month following the 90 period after you received certification. ※3
7	Education or Job Training	The guardian is enrolled in higher education or is undergoing job training at a career skills development facility	Until the end of the month following the day of the guardian’s graduation or end of training.
8	Child Abuse or Domestic Violence	Childcare is required to prevent child abuse or domestic violence	As long as is deemed necessary
9	Childcare Leave	When a child is already using a childcare facility at the time of parental leave and it is deemed necessary to continue using the facility	Duration of the guardian’s childcare leave (or until the end of the

			month)
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※1 You must remove your child from the childcare facility at the end of the certification period (Generally, we ask that you use temporary childcare services).

If you wish to continue using the childcare facility in which your child was enrolled, you must apply for type 2/3 certification for both the child previously enrolled and for the newly born child and go through the selection process again.

※2 In the case of multiple births such as twins or triplets, you may use childcare services from 14 weeks prior to your due date.

※3 Within 90 days of joining the nursery, please submit a Certificate of Employment proving you satisfy the usage requirement of working a minimum of 64 hours a month. If you are unable to submit this documentation and are not eligible under any other reason, you will have to leave the nursery.

◎Please note that even if you fulfil the above reasons, it does not guarantee that you will be accepted to the facility of your choice, as spaces may be limited or unavailable.

◎If the guardian is on pre/post-natal maternity leave on the first day of the month in which they wish to enroll their child; they will be certified for the reason of “Pregnancy and Childbirth”.

◎If your certification period expires in FY2023 while on the waitlist (excluding certificate expiration after turning 3), you will not be eligible for selection. In such cases, you must re-apply for type 2/3 certification.

#### **Standard Childcare Hours • Reduced Childcare Hours**

Type 2/ 3 certification categorized into 2 types into “Standard Childcare Hours” and “Reduced Childcare Hours” based on the guardians working hours. Childcare fees and extensions (childcare outside of hours) is also calculated in accordance with these categories.

The daily hours of use for standard childcare hours are up to 11 hours and up to 8 hours for those with reduced childcare hours. (Actual childcare hours may vary based on the household’s situation such as the guardians working hours and commute time).

Reasons for Childcare	Standard Hours	Reduced Hours
Employment	Over 120 hours per month ※1	Under 120 hours per month※2 ※Please refer to “Reduced Childcare Hours Certification” below
Caregiving and Nursing		
Education or Job Training		
Job Hunting	Only possible to use reduced hours	
Pregnancy and Childbirth	Guardian can choose standard or reduced childcare hours according to their preferences	
Illness and Disability		
Disaster Recovery		
Child Abuse or Domestic Violence		
Childcare Leave	The same category before your childcare leave was granted (e.g. If you were granted a reduced hours childcare certification for your child before taking leave, it will remain in effect during the childcare leave period)	

※1 “Standard Childcare Hours Certification” is generally granted where both guardians work over 120 hours a month.

※2 “Reduced Childcare Hours Certification” is generally granted where either guardian works under 120 hours a month.

#### **《Reduced Childcare Hours Certification》**

- If you exceed the Reduced Childcare Hours (8 hours), you may have to pay extra childcare fees for extension time (The availability of extension time varies at each childcare facility. Please refer to the “List of Licensed Childcare facilities” on pages 69-76).
- If it is not feasible to use Reduced Childcare Hours due to your commute, distance to childcare facility or

staggered working hours (shift work), it is possible to apply for Standard Childcare Hours.

### **Childcare Grant Approval Certificate**

- After completing the Facility- and Regional-Type Education and Childcare Benefits Certification and Usage Application, you will be sent a “Childcare Grant Approval Certificate”.
- This will be necessary for various procedures such as the alterations to your certification, so please keep it safe and don’t lose it.
- We will send you a “Childcare Grant Approval Certificate” only in the first round of selection along with the result of your application.
- When a child is over 3 years old and they are changing from Type 3 Certification to Type 2, the “Childcare Grant Approval Certificate” will be issued through the childcare facility.

《For those who wish to alter the content of or reissue their grant approval certificate》

You must submit “Form 6: Education and Childcare Grant Certification Amendment Application” and “Form 8: Application for Reissuance of Childcare Grant Approval Certificate”. Please send these documents in the dedicated envelope with any additional required documents by post to the Preschool Education and Childcare Division. For more details on procedures, see pages 46-48 and page 50.

## **3. Applying to Licensed Childcare Facilities**

### **Before Applying for Certification and the Use of Childcare Facilities**

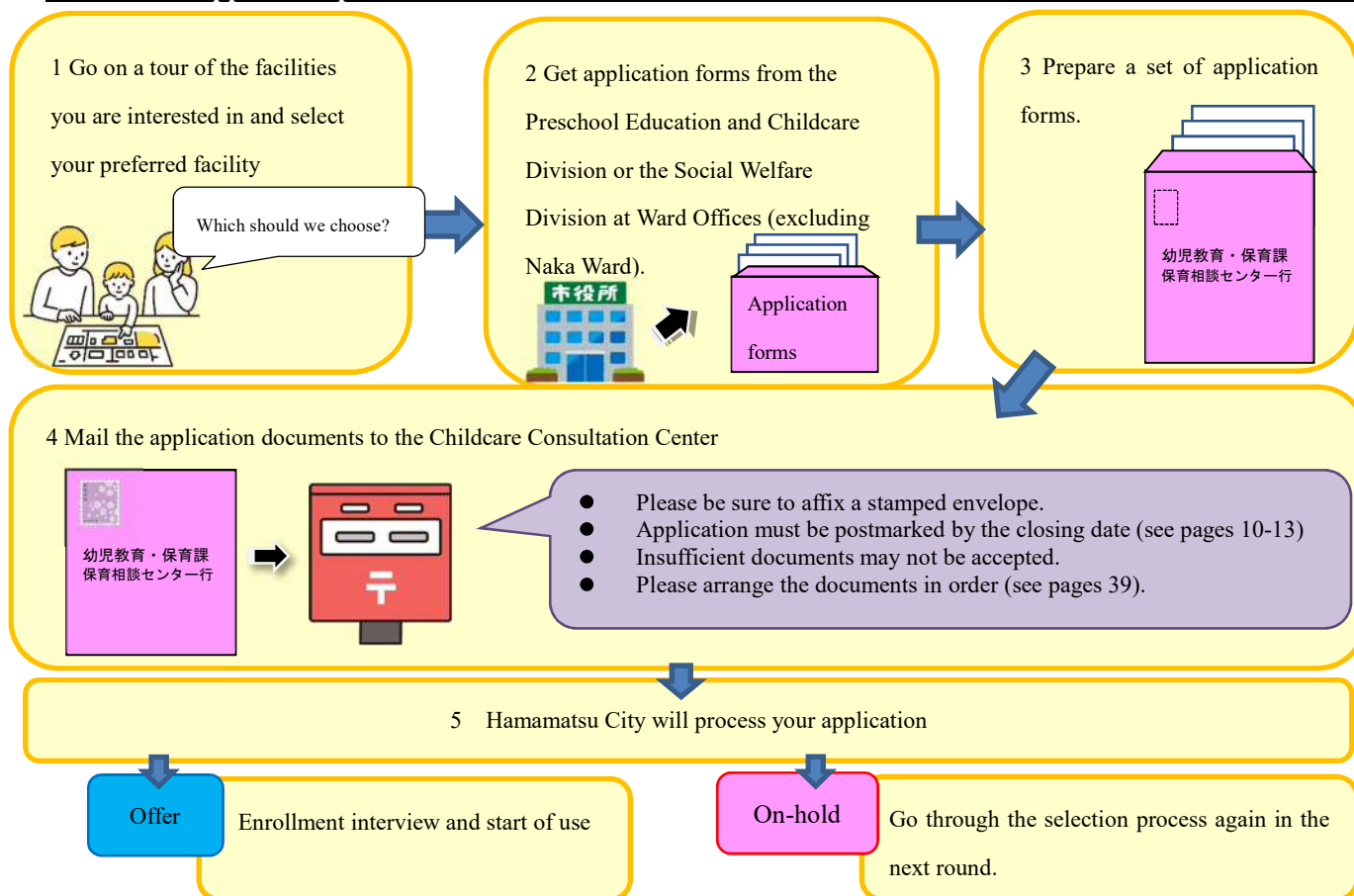
- Please visit the facility in person before applying as the childcare services offered may vary depending on the facility. If you decline an offer, it may hinder the operations of the childcare facility. In addition, your Usage Criteria Score will be reduced (-7) until March 2025 (during the 2024 term), so please choose your preferred childcare facility carefully.
  - Enrollment is not on a first-come, first-served basis. If the number of applications exceeds the number of places available, selection will be carried out based on Usage Criteria Chart.
  - If you have other pre-school age children, you must apply for all children who do not attend a Licensed Childcare Facility, Unlicensed Childcare Facility (including a City-Approved Nursery and Company-Led Childcare Service, a kindergarten or a Developmental Support Facility).
  - Those on childcare leave can apply for certification and the use of childcare services on the condition that they return to work within the month of enrollment (or earlier). If your child is enrolled in a licensed childcare facility, you must return to work during the month of enrollment.
  - Each licensed childcare facility may charge additional fees for things such as membership fees (e.g. educational support group membership fees, parents’ association fees), gym uniform and school uniforms.
  - If the child applicant’s siblings have outstanding childcare fees, please ensure that they have been paid off before applying. If payment cannot be confirmed, you will be asked to make a payment plan and pledge.
  - For April applications, it is possible to apply before the child is born if the baby is due by February 4, 2024. Please check age restrictions of your preferred facility before applying. After the child is born, you must contact the Childcare Consultation Center ☎053-457-2833.
- ※Please refer to the “List of Licensed Facilities” on pages 69-76 for further details on each facilities age requirements.
- If you wish to apply for childcare on Saturdays, please check with your preferred facility regarding availability before applying.

※Please refer to the “List of Available Joint Childcare Facilities in 2024” on page 65 for further details.

### **If you are concerned about your child’s**

If your child has a disability, or if you are concerned about his/her development (e.g., speech delay, restlessness) or health (e.g., medical history or medical conditions), please visit the facility of your choice with your child and consult the facility’s staff before applying. Please note that the facility may not have the resources appropriately care for your child, so please contact the facility as soon as possible. Additionally, if your child requires medical care, please contact the Guidance Group, Childcare Division (☎ 053-457-2117) in advance.

## About the application process





## April 2024 Application Schedule ※Not first-come, first-served

### First Round of Applications

The number of available spaces can be found on the Hamamatsu Childrearing Website Pippi

Pippi

Search



#### ◆Documents Available from: October 2, 2023 (Mon)~

Available from the Preschool Education and Childcare Division or the Social Welfare Division Counter at Ward Offices other than Naka-ku.

#### ◆Available Spaces Announced: October 2, 2023 (Mon)

※1: Available Spaces announced on the Hamamatsu Childrearing Website Pippi at around 1pm.

※2: The number of spaces available is subject to changes for reasons such as the availability of staff.

Please ensure to check the finalized number of spaces available announced on December 4, 2023(Mon).

Make sure to visit the facilities before applying



#### ◆Postal Application Period: October 2 (Mon)~ October 25, 2023 (Wed) Postmarks on deadline accepted

※3: Enrollment is not on a first-come, first-served basis so, post your applications in full with all documents required within the application period.

※4: Incomplete applications may not be accepted.

※5: Sections left incomplete may result in you being contacted by the Childcare Consultation Centre.

Preschool Education and Childcare Division, Childcare Consultation Centre ☎ 053-457-2833

#### ◆Available Spaces (finalized) Announced: December 4, 2023 (Mon)

※6: The finalized number of available spaces and application status will announced on the Hamamatsu Childrearing Website Pippi at around 1pm.

#### ◆Changing your preferred childcare facility: December 6, 2023 (Wed) ~ December 8, 2023 (Fri) [8.30 until 17.15]

※7: Please call the Childcare Consultation Center to make changes to your preferred facility or sibling classification.

Preschool Education and Childcare Division, Childcare Consultation Centre ☎ 053-457-2833

Change of preferred childcare facility is possible once per person per application period.

### First Round of Selections

### Second Round of Selections

#### ★Result Notification Sent: January 17, 2023 (Wed)

※8: The notification should arrive at your house on the day of or the day following postage.

Offer

Waitlist

Change of preferred childcare facility is possible once per person per application period.

Enrollment Interviews

#### New Applications

#### ◆Available Spaces Announced: January 29, 2024 (Mon)

Same as ※1

#### ◆Postal Application Period: January 29 (Mon) ~ February 2, 2023 (Fri.) Postmarks on deadline accepted

Same as ※3, 4, 5



#### ◆Changing preferred childcare facility: January 29 (Mon) ~ February 2, 2024 (Fri) [8.30 until 17.15]

Same as ※7

※9: Application status will be announced on January 29 (Mon) on the Hamamatsu Childrearing Website Pippi at around 1pm.

Second Round Selections: Households eligible for 2<sup>nd</sup> selections are those who applied between January 29 - February 2, 2024 and those put on a waitlist from the first round of selections.

#### ★ Result Notification Sent: February 27, 2024 (Tue)

Same as ※8

Offer

Waitlist

May Selection

※This waitlist offer is generally valid until March 2025 (2024FY).

Those put on a waitlist as of April 1, 2024

- Applicants seeking childcare for reasons other than job-hunting, pregnancy or childbirth will be considered for enrollment until March 2025 (2024FY). If a space becomes available and you receive an offer, we will contact you on or around the 18th of the month your child can enroll.
- If an offer is withdrawn or you withdraw your child after the second round of selection has been completed, your place/offer may be offered to someone else. We will call those offered this space.

Those in receipt of a job offer

- “Childcare Fee Decision Notification” (0-2 age group Classes only), “Nursery Entrance Confirmation” (Nursery (Hoiku-jo) only), “Snack Fee Exemption Decision Notification” (Age 3 and over Classes only) will be issued to you from the end of March. If nothing in particular was pointed out in the interviews, you will be able to enter the childcare.

## Mid –Fiscal Year Application Schedule ※Not first-come, first-served

Make sure to visit the facilities before applying

**Application Forms Available** From October 2, 2023 (Mon)

Available from the Preschool Education and Childcare Division or the Social Welfare Division Counter at Ward Offices other than Naka-ku.

**New Applications/ Supplementary Document Reception Period** Send by post to the Preschool Education and Childcare Division **Postmarks on deadline accepted**

**Deadline:** From the 20th of the month two months prior to your preferred start date to the 5th of the month one month prior to your preferred start date (details on page 13).

※1: Enrollment is not on a first-come, first-served basis so, post your applications in full with all documents required within the application period.

※2: Incomplete applications may not be accepted.

※3: Sections left incomplete may result in you being contacted by the Childcare Consultation Centre.

Preschool Education and Childcare Division, Childcare Consultation Centre ☎ 053-457-2833

**Application Status and Available Spaces Announced:** On the 1<sup>st</sup> of the month prior to preferred enrollment (or the next working day if this falls on a day the center is closed) (details on page 13).

※4: Information will be posted on the Hamamatsu Childrearing Website Pippi at around 1pm.

**Changing preferred childcare facility or sibling classification**

Documents are accepted 2 days after the defined deadline (excluding weekends and holidays) (Details on page 13)

※5: Please call the Childcare Consultation Center for changes to your preferred facility or sibling classification.

Preschool Education and Childcare Division, Childcare Consultation Centre ☎ 053-457-2833

**Selection**

**On-Hold**

Change of preferred childcare facility is possible once per person per application period.

**Offer**

We will call you on or around the 18th of the month your child can enroll.

Preschool Education and Childcare Division

Entry Management Group ☎053-457-2867

We will post a “Childcare Facility Vacancy Waitlist Notification” on the first month of waiting. Furthermore, applicants looking for childcare for reasons other than job-hunting, pregnancy or childbirth will be considered for admission until March 2025 (2024FY). If you wish to continue to apply for 2023, you will need to submit a new application (If you wish to withdraw your application, you will need to submit a withdrawal form. See page 48 for more details.)

**Enrollment Interview** Licensed childcare facilities carry out interviews with those who receive offers. (If you refuse the interview, your offer may be retracted). In the following days, you will receive an “Notification of Entrance Decision and Fees” by post.

**Next Month Selection** Applicants seeking childcare for reasons other than job-hunting, pregnancy or childbirth will be considered for admission until March 2025 (2024FY). If you wish to continue to apply for 2023, you will need to submit a new application (If you wish to withdraw your application, you will need to submit a withdrawal form. See page 48 for more details.)

**Start Usage (Enrollment)**

Enrollment starts on the 1st of every month.

※ If you decline an offer, generally it needs to be before the 25th of the month before entry. If you are declining your offer, call the Preschool Education & Childcare Division as soon as possible.

Entry Management Group ☎053-457-2867

**Submitting Supplementary Documents**

If there have been any changes to your application details, contact the Preschool Education & Childcare Division as soon as possible and send the supplementary documents. See pages 46, 47 and 52 for details on submission.

## Mid-Year Enrollment and Available Spaces Announcement

There is an application period for each month of the year for those who wish to enroll in childcare. Please note that applications will not be accepted outside of the designated periods.

※If your preferred start month of the use of childcare services is left blank in “Form A: Facility- and Regional-Type Education and Childcare Benefits Certification and Usage Application Form”, it will be assumed that you are applying for admission when your application is received.

Preferred Enrollment Date	New Applications Additional Documents	Reception Period	Available Spaces Announcement
(2024) May	(2024) March 21(Thur) – (2024)April 5 (Fri)		(2024) April 1 (Mon)
June	April 22 (Mon) ~	May 7 (Tue)	May 1 (Tue)
July	May 20 (Mon) ~	June 5 (Wed)	June 3 (Mon)
August	June 20 (Thur) ~	July 5 (Fri)	July 1(Mon)
September	July 22 (Mon) ~	August 5 (Mon)	August 1 (Thur)
October	August 20 (Tue) ~	September 5 (Thur)	September 2 (Mon)
November	September 20 (Fri) ~	October 4 (Fri)	October 1 (Tue)
December	October 21 (Mon) ~	November 5 (Tue)	November 1 (Fri)
(2025) January	November 20 (Wed) ~	December 5 (Thur)	December 2 (Mon)
February	December 20 (Fri) ~ (2025) January 8 (Wed)		(2024) January 6 (Mon)
March	(2025) January 20 (Mon) ~	February 5 (Wed)	February 3 (Mon)

※Details on available spaces and application status will be announced on the Hamamatsu Child Raising Website Pippi.

※Available spaces will be announced on the Hamamatsu Child Raising Website Pippi at around 1pm on the days listed above.

※Applications with postmarks that exceed the deadline will be considered for the next enrollment period.

## Changing Preferred Childcare Facilities or Sibling Classification Mid-Year

There is an application period for each month of the year for those who wish to change their preferred childcare facility or sibling classification.

Change of preferred childcare facility is possible once per person per application period.

Applications are accepted from 8:30- 17:15.

Applications made outside of the application period or hours will not be accepted.

Please have a copy of the Certified Childcare Facility User Guide (2024 Edition) on hand.

【Preschool Education and Childcare Division, Childcare Consultation Centre】

☎053-457-2833

Confirm the number  
of available spaces  
here



Preferred Enrollment Date	Preferred Childcare Facility • Sibling Classification Amendment Period	Available Spaces Announced
(2024) May	(2024) April 11 (Thur) ~ (2024) April 12 (Fri)	(2024) April 1 (Mon)
June	May 13 (Mon) ~	May 1 (Wed)
July	June 11 (Tue) ~	June 3 (Mon)
August	July 10 (Wed) ~	July 1 (Mon)
September	August 13 (Tue) ~	August 1 (Thur)
October	September 10 (Tue) ~	September 2 (Mon)
November	October 10 (Thur) ~	October 1 (Tue)
December	November 11 (Mon) ~	November 1 (Fri)

(2025) January	December 11 (Wed) ~	December 12 (Thur)	December 1 (Mon)
February	(2025) January 14 (Tue) ~	(2025) January 15 (Wed)	(2024) January 6 (Mon)
March	February 12 (Wed) ~	February 13 (Thur)	February 3 (Mon)

※Details on available spaces and application status will be announced on the Hamamatsu Child Raising Website Pippi.

※Available spaces will be announced on the Hamamatsu Child Raising Website Pippi at around 1pm on the days listed above.

※If you want to change your preferred childcare facility, please choose one that you can commute to.

If you decline an offer, it may hinder the operations of the childcare service. In addition, your usage criteria score will be reduced (-7) until March 2025 (during the 2024 term), so please choose your preferred childcare facility carefully.

#### Notes on Necessary Documents and Precautions

Please ensure that your application is complete and free from errors before submission, as failure to do so may impact your chances of enrollment at a licensed childcare facility.

**(Documents that are submitted cannot be returned, so we recommend that you make copies and keep them in a safe place).**

★=Details are insufficient/incorrect at the time of application- Application will be rendered void

▲=Details are insufficient/incorrect at the time of application- Application is still considered to be valid, however the documents will not be reflected in your usage criteria points or your application may lose points needed to secure enrollment.



#### <List of All Required Documents>

Document Name	Notes	Samples on Page
Checklist for Postal Applications	Confirm the necessary documents are enclosed before applying by post.	
★Form A: Facility- and Regional-Type Education and Childcare Benefits Certification and Usage Application Form (Type 2 and 3 Certifications)	Please refer to the example before filling in the form	Page 21 Page 22
★Form B: Supplementary Application Form for Childcare Facility Usage ① ※Copies accepted where more than one sibling is applying.	1. Child Birth ⇒ Please indicate whether or not you are expecting a child by ticking the relevant box. 2. Basic Questions ⇒ Please fill in your address based on how it is written on your Residence Certificate at the time of application. 3. Guardian's Employment Status ⇒ Please fill in the relevant sections for those who have a history of work since January 2022, and those who are currently working or have a job offer. 4. Household Situation ⇒ Please fill in only if applicable. 5. Grandparent's situation ⇒ Please fill in regardless of whether the child's grandparents live with you or not. 6. Sibling Situation ⇒ Please fill in only if the child has siblings who you aren't applying for.	Page 23 Page 24

<p>★Form C:Supplementary Application Form for Licensed Childcare Facility Usage ② (Confirming Child's Situation)  <u>※Copies not accepted</u></p>	<p>1. Child Applicant's Situation ⇒ Please fill in your application with details regarding childcare services that the child has attended in the past and your current childcare situation.</p> <p>2. Simultaneous Applications for Siblings ⇒ Please fill in "Preference for Simultaneous Application" ensuring that there are no omissions.</p> <p>3. Child Applicant's Health⇒ Please fill in your application with details about the child's current health condition</p>	<p>Page 25 Page26</p>
<p>★Form D: My Number - Application Form  + personal identification documents</p>	<p>Documents verifying the applicant's identity are required (the applicant is the guardian applying for Education and Childcare Benefits Certification)</p>	<p>Page 30 Page 31</p>



(Additional Documents:1) ★Documents proving the necessity of childcare  
 ※At least one copy each of document should be supplied by both mother and father

E.g. If childcare is required as the father is working and the mother is caring for a Relative  
 Father → Document Type A <Necessary Documents> Certificate of Employment  
 Mother → Document Type F <Necessary Documents> Form No.① Declaration & Contract, Medical Certificate (free format).  
 (A Notification of Certification of Care/Disability Handbook (copy) would also be accepted in place of a Medical Certificate)

Doc. Type	Guardians Situation	Form No.	Required Documents	Notes Other Required Documents	Notes on Page
A	Employed (incl. job offers)	⇒ ★	Certificate of Employment	※For those with a side job, please get your employer to fill it in based on your declaration.	Page 33
	Side Job				
	Self-Employed				
	Agriculture/Fishing/Forestry			※If you intend to move, please submit a Certificate of Employment for your place of employment following the move.  No additional documents required.	
B	Job Hunting <u>or</u> Preparing to Start Own Business	⇒ ★ ①	Declaration and Written Pledge	No additional documents required	Page 34
C	Pregnant/Childbirth			★Maternal & Child Handbook (Copy of front page & page with due date)	Page 35
D	Hospitalized <u>or</u> Receiving Medical Treatment			★ <span style="border: 1px solid black; padding: 2px;">Form②</span> Medical Certificate ※For siblings, include a copy	Page 34 Page 35 Page 36
E	Disability			★Physical disability handbook or rehabilitation handbook (name, disability rank and handbook validity page) (copy)	Page 34 Page 35
F	Caregiving/nursing a relative <u>or</u> accompanying them at a care facility			★Medical Certificate (free format) ※ For siblings, include a copy ※ Intellectual Disability Handbook /Physical Disability Handbook (copy) would also be accepted in place of a Medical Certificate.	
G	Disaster Recovery			Please check with the Preschool Education and Childcare Division for details	
H	Education (including enrollment offer)			★①Certificate of Attendance <u>or</u> (if pre- attendance) passing notification (copy)	

				★② Curriculum (copy) or a document proving attendance from a professor (free format)	
I	Absence of Guardian due to Death or Disappearance			Please check with the Preschool Education and Childcare Division for details	

< Necessary Documents in Application For Single-Parent Households >

Family Situation	Person who needs to supply documents	Supplementary Documents
Divorced and living apart (registered at resident certificates)	The person currently caring for the child being applied for	None
Divorce proceedings in place and living apart (registered at resident certificates)		★A court document that shows divorce proceedings are in place

※If your household is in one of the following situations below, you cannot apply for childcare as a Single-Parent Household so please submit documents that prove why both parents need childcare.

- Divorced or divorce proceedings in place but living together (same Certificate of Residence).
- Living apart with different Certificates of Residence but are not divorced or have divorce proceedings in place.

(Additional Documents:2) Documents needed based on your household's situation

※Submission is not required where inapplicable.

< The Following Situations >

Household Situation		Form No.	Required Documents	Notes	Notes on Page
Child being Applied for	Being cared for at a City-Approved Nursery, Unlicensed Childcare Facility, Corporate Childcare Service (for staff) or Company-Led Childcare Service	⇒ ▲ ③ ④	(Childcare Status Report + Nursery's Written Pledge (copy) or Enrollment Certificate	If submitting an Enrollment Certificate, submission of a copy of the Childcare Status Report or the nursery's written pledge is not required	Page 37 Page 38
	Cared for by relatives	⇒ ▲ ③	Childcare Status Report (if relatives live outside the city) + ID of the relative who cares for your child (copy)	Personal identification which shows their name and address	Page 37
	Goes to work with guardian	⇒ ▲ ③	Childcare Status Report		Page 37

Siblings not being Applied for	Being cared for at a City-Approved Nursery, Unlicensed Childcare Facility, Corporate Childcare Service (for staff), Company-Led Childcare Service or Developmental Support Facility	⇒	★ ③ ④	( Childcare Status Report + Nursery's Written Pledge (copy) or Enrollment Certificate	If submitting an Enrollment Certificate, submission of a copy of the Childcare Status Report or the nursery's written pledge is not required	Page 37 Page 38
(Mother/Father/Child) has foreign citizenship		⇒	★	Residence Card (copy)	<u>Copy of Front and back</u>	—
The guardian or someone (child included) in the same household (as on Certificate of Residence) has a disability handbook		⇒	▲	Physical disability handbook <u>or</u> rehabilitation handbook (copy)	Copy of the page with the person's name, disability rank and handbook validity	—
Regularly caring for/nursing a relative (incl. multigenerational families) <u>or</u> accompanying them while they are hospitalized/ making regular hospital visits or attending a care facility		⇒	▲ ①	Declaration and Written Pledge <u>and</u> Document such as disability handbook (copy)	For those who do not fall under: F, Caring for /nursing relatives regularly <u>or</u> accompanies them at a care facility	Page 34 Page 35
Receiving Public Assistance Welfare		⇒	▲	Public Assistance Certificate (copy)	Request this from your assigned case worker	—
Child needs group childcare and a doctor/specialist has certified it		⇒	▲	Medical Certificate or a Doctor/ Expert Written Opinion	Any format accepted for these documents	—
Guardian is a foster parent		⇒	★	Notification of foster care placement decision (copy)		—
<u>Changing Facilities</u> (Currently attending a Licensed Childcare Facility but would like to transfer to another Licensed Childcare Facility)		⇒	★	Questionnaire of Intent to Transfer Childcare Facilities		—
Plan to move to Hamamatsu		⇒	★	Document (copy) showing child's name & Date of Birth	MyNumber Card, Health Insurance Card	—
Pregnancy		⇒	★	Maternal & Child Handbook (copy)	Copy of the front page and page with due date	—

< Those Living Outside of Hamamatsu >

Household Situation	Required Documents
<p>If you did not have a Certificate of Residence for Hamamatsu at the point of January 1, 2023</p> <p>※If you moved to Hamamatsu from January 2 onward</p> <p>※If moved to Hamamatsu for work leaving your family behind and your certificate of residence is not in Hamamatsu</p>	<p><b>One of any of the following:</b></p> <p>▲Municipal Tax (Tax Exemption) Certificate for 2023 (issued by the municipality of residence as of January 1, 2023, and showing total income and deductions)</p> <p>※In the case of applying for siblings, copies are acceptable as long as the original is attached to one of the sibling's application.</p> <p><b>[Those who receive a salary]</b></p> <p>▲A copy of your Municipal (Residents) Tax Special Taxation Amount Notification for FY20223</p> <p>※Please make a copy of the names of those subject to special taxation and all items relevant to the tax calculation.</p> <p><b>[Those who run a business]</b></p> <p>▲Municipal Tax Payment Notification for 2023FY (copy)</p> <p>※Copies of documents that show details such as the person's full name and summation of their tax.</p> <p>※The following are subject to the highest childcare fees (tier 17) and are not eligible for Snack Fee Exemption. Additionally, in the selection process, if you tie for points with someone else, you will be treated at Priority Level 5</p> <ul style="list-style-type: none"> <li>• In the case of certificates not submitted</li> <li>• In the case of an error in the year (Correct: 2023)</li> <li>• In the case of an error in a certificate</li> </ul>
<p>Those who worked abroad in 2022</p>	<p><b>[Document showing income made abroad]</b></p> <p>▲If you worked overseas in 2022, please enclose a document which shows the amount of income and deductions for social insurance premiums (for 12 months from January – December)</p>

<If you are not a registered resident of Hamamatsu by January 1, 2024>

Childcare Fees will be decided from approx. September 2024, so you may be asked to submit a document which shows your taxation for the fiscal year 2023 (E.g.: Tax Statement issued in June)

Depending on the timing of nursery entrance, the submission period may be short so please prepare for this document to be ready in advance.

Please note that certificates such as certificates of employment, medical certificates and tax certificates that were issued more than 3 months before the date of submission are considered invalid.

★=Details are insufficient/incorrect at the time of application- Application will be rendered void

▲=Details are insufficient/incorrect at the time of application- Application is still considered to be valid, however the documents will not be reflected in your usage criteria points or your application may lose points needed to secure enrollment.

Download  
documents here:



# A Education and Childcare Benefits Certification and Usage Application Form (Type 2 and 3 Certifications) - Application Procedure

**A**

第2号様式

施設型給付費・地域型保育給付費教育・保育  
(あて先) 浜松市長

## Please Note:

Please fill this form out neatly with a black ballpoint pen. Using a pencil or erasable ballpoint pen will render your application invalid. When making a correction, please double-strike the error and write the correct information in a blank space – please do not use correction fluid. Using your personal seal is not necessary.

私はこの申請から教育・保育給付認定期間終了までの間、次に掲げる事項について、同意します。

- ・子ども・子育て支援法第30条の3において準用する同法第16条の規定に基づき、教育・保育給付認定に当たって、必要な市区町村民税の情報(同一世帯者を含む)並びに世帯情報を閲覧、取得又は官公署に対し資料の提供を求めること
- ・上記情報に基づき決定した利用者負担額及び副食費の徴収免除に係る事項について、教育・保育施設等に対して提示すること

① Please write the name of the child's guardian.  
Either mother or father is fine.

② Please write your contact details and mark your primary contact details with a ○.

保護者	フリガナ	ハマツ タロウ	氏名	浜松 太郎	電話	自宅	053-XXXX-XXXX
					携帯	父	090-4444-4444
						母	090-4444-4444
	現住所	〒430-3652 浜松市中区元城町 103-2 コーポハマ					
	令和5年1月1日現在の住所 (現住所と同じ場合は「同上」と記入)		同上				

③ Please write your address as of January 1, 2023.  
※If your address at that time was outside of Hamamatsu, please also submit taxation documents such as a Certificate of Municipal Resident Taxation (or Exemption) for FY2023.

認定申請児童	個人番号(マイナンバー)		フリガナ	ハマツ ジロウ	性別	生年月日	障害者手帳等の有無
			氏名	浜松 二郎	<input checked="" type="checkbox"/> 男	令和5年 5月 5日	有・ <input checked="" type="radio"/> 無

④ Please write the name of the child you wish to enroll in a childcare facility.  
※If you are applying before the child is born (for April applications), please write their name as "XX Baby" and write your due date in place of a birth date.

認定申請児童以外の同居(同地番)家族	個人番号(マイナンバー)	ハマツ タロウ	氏名	浜松 太郎	先・学校等の名称	障害者手帳等の有無
	個人番号(マイナンバー)	ハマツ ハナ子	氏名	浜松 花子	株式会社	有・ <input checked="" type="radio"/> 無
	個人番号(マイナンバー)	ハマツ フユコ	氏名	浜松 冬子		有・ <input checked="" type="radio"/> 無
	個人番号(マイナンバー)	ハマツ イチロウ	氏名	浜松 一郎		有・ <input checked="" type="radio"/> 無
	個人番号(マイナンバー)	ハマツ アキオ	氏名	浜松 秋夫		有・ <input checked="" type="radio"/> 無
	個人番号(マイナンバー)	ハマツ ハルコ	氏名	浜松 春子	祖母	有・ <input checked="" type="radio"/> 無
	個人番号(マイナンバー)		氏名			有・無
	個人番号(マイナンバー)		氏名			有・無

⑤ Please write the details of all family members living at the same address (same house number) except the applicant child.

⑥ If you are eligible for a Disability Handbook, Intellectual Disability Handbook, or Disability Pension, please circle "Yes". If you are already in receipt of one of these, please submit a copy (with the name and class visible) with your application.

⑦ Please write the details of anyone living separately due to work.

⑧ If you are a single-parent household, please tick the applicable reason and write when this situation started.

ひとり親家庭の場合 その理由	<input type="checkbox"/> 離婚 <input type="checkbox"/> 死別 <input type="checkbox"/> 離婚調停中 <input type="checkbox"/> 未婚 ( <input type="checkbox"/> 認知 <input type="checkbox"/> 未認知) <input type="checkbox"/> 失踪 <input type="checkbox"/> 服役(拘禁) <input type="checkbox"/> その他( ) 事実発生日(平成・令和 年 月 日)
生活状況	<input checked="" type="checkbox"/> なし <input type="checkbox"/> 申請中 <input type="checkbox"/> あり (平成・令和 年 月 日受給開始)

⑨ Please tick the appropriate option for Public Assistance.  
※If you are in receipt of Public Assistance, please write when this started and submit a copy of your Certificate of Public Assistance with your application. If you do not have a Certificate of Public Assistance, please speak to your case worker.

⑩ Please write your desired usage period. If this box is left blank your desired usage period will be deemed as the month you submitted the document.



認定区分	<input type="checkbox"/> 2号認定（満3歳から小学校就学前まで） / <input checked="" type="checkbox"/> 3号認定（0歳から2歳まで）	
希望する 保育認定 時間	<input checked="" type="checkbox"/> 保育標準時間（最長11時間）を希望 <input type="checkbox"/> 短時間（最長8時間）を希望 (理由) <input checked="" type="checkbox"/> 就労時間が短時間 <input type="checkbox"/> 通勤時間がかかるため <input type="checkbox"/> その他（ ）	
保育を 必要 とする 事由	※当てはまる事由すべてに 父 <input checked="" type="checkbox"/> 就労 <input type="checkbox"/> 疾病・障害 <input type="checkbox"/> 介護等 <input type="checkbox"/> 求職活動 <input type="checkbox"/> 就学 <input type="checkbox"/> 児童虐待・D・V <input type="checkbox"/> その他（ ） 母 <input type="checkbox"/> 疾病・障害 <input type="checkbox"/> 介護等 <input type="checkbox"/> 災害復旧 <input type="checkbox"/> 求職活動 <input type="checkbox"/> 就学 <input type="checkbox"/> 児童虐待・D・V <input type="checkbox"/> その他（ ）	

⑪ Please tick your reason for requiring childcare certification and the desired time.  
 ※If you are applying on job-hunting grounds, then your usage period will be deemed as a short-term childcare certification.  
 ※Please check pages 6-7 if there is anything of which you are unclear.

希望順位	施設 No.	施設コード 市記入欄
第1希望	<input type="radio"/> <input type="radio"/> <input type="radio"/>	
第2希望	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <span style="color: red;">△△保育園</span>	<input checked="" type="checkbox"/> <input type="checkbox"/>
第3希望	<input type="radio"/> <input type="radio"/> <input type="radio"/> <span style="color: red;">□□こども園</span>	<input checked="" type="checkbox"/> <input type="checkbox"/>
第4希望	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <span style="color: red;">××保育園</span>	<input checked="" type="checkbox"/> <input type="checkbox"/>
第5希望	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <span style="color: red;">●●保育園</span>	<input checked="" type="checkbox"/> <input type="checkbox"/>
第6希望	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <span style="color: red;">▲▲こども園</span>	<input checked="" type="checkbox"/> <input type="checkbox"/>
第7希望		<input type="checkbox"/> <input type="checkbox"/>

⑫ Please tick the respective reasons for why the father and mother require childcare.

記入不要

転入・転居 予定の 場合	転入/転居 予定先	〒	転入/転居 予定日	令和 年 月 日頃
	結果通知 送付希望先	<input type="checkbox"/> 現住所（令和 年 月 日頃まで） ・ <input type="checkbox"/> 転入/転居予定先 <input type="checkbox"/> その他【送付先住所： 】		
	転入/転居 後の 就労状況	⑬ Please write the facility number and name, and tick the facilities you have visited. (Please write the facility name without abbreviations exactly as it is written on the “List of Licensed Childcare Facilities” on pages 69-76.) ※If the facility name and number differ, please prioritize the facility name. ※We ask that you ensure to visit your desired facilities prior to applying, and write the name of those which you would be able to attend if you received an offer of enrollment. If you are unable to visit the facility then we ask that you ensure to call the facility. Declining an offer may cause issues for the facility administration. ※Please check the facility’s accepted ages if you wish to use a class for babies under 1. →Applications cannot be made to facilities if the child does not meet the accepted ages. Please check the “List of Licensed Childcare Facilities” on pages 69-76.		

⑭ Please ensure to fill these boxes if you intend to move to or within Hamamatsu.  
 ※Please write “mitei” if the date and destination of your move is still undecided.  
 ※If you are applying on grounds of employment, please check the employment status that be applicable after  
 you have moved.  
 ※If your place of employment after moving has not yet been decided, you should apply on grounds of  
 ‘job-hunting’.

⑮ Please only fill this out if you expect changes to your household.  
 ※Please submit the application documents with household information that will be accurate at the time  
 of the deadline for your desired month of enrolment.

# B Supplementary Application Form for Childcare Facility Usage - Application Procedure

B

Can be copied  
※Please copy both sides.

## 認可保育施設利用申込補助票①

★きょうだいで申込する方は申込児童分を両面コピーして提出してください。

1 出産予定について 該当箇所には、内容をご記入ください。  
※有の場合には、母子手帳のコピー（表紙と分娩予定日の分かるページ）を添付してください。

出産予定	<input type="checkbox"/> 無	<input checked="" type="checkbox"/> 有	出産予定有の場合⇒	出産予定のお子様の入園希望時期	令和 7年 5月
------	----------------------------	---------------------------------------	-----------	-----------------	----------

① If you are expecting a child, please write your child's due date and your desired childcare usage period.

② Please write the mother and father's address as listed on their Certificate of Residence's at the relevant time.

父親の状況		母親の状況	
令和5年1月1日現在の住所	<input checked="" type="checkbox"/> 浜松市 <input type="checkbox"/> 浜松市外 ※浜松市外の方は下記に住所をご記入ください。 (住所: )	<input checked="" type="checkbox"/> 浜松市 <input type="checkbox"/> 浜松市外 ※浜松市外の方は下記に住所をご記入ください。 (住所: )	
令和6年1月1日現在の住所 ※令和6年1月1日以降に申請の方のみご記入ください	<input type="checkbox"/> 浜松市 <input type="checkbox"/> 浜松市外 ※浜松市外の方は下記に住所をご記入ください。 (住所: )	<input type="checkbox"/> 浜松市 <input type="checkbox"/> 浜松市外 ※浜松市外の方は下記に住所をご記入ください。 (住所: )	

3 保護者の就労状況について 該当箇所には、内容をご記入ください。  
★の項目は利用調整基準点となります。

③ Please write your work history from January 2022 onwards.

内 容	父親の状況	母親の状況
①令和4年1月以降の勤務履歴	<input type="checkbox"/> 無 … 設問は以上です。裏面へお進みください。 <input checked="" type="checkbox"/> 有 (現在も同じ勤務先) … ③についてご記入ください。 <input type="checkbox"/> 有 (現在と違う勤務先) … ②③についてご記入ください。	<input type="checkbox"/> 無 … 設問は以上です。裏面へお進みください。 <input type="checkbox"/> 有 (現在も同じ勤務先) … ③についてご記入ください。 <input checked="" type="checkbox"/> 有 (現在と違う勤務先) … ②③についてご記入ください。
②前勤務先情報 ※現在と同じ勤務先の場合は記入不要です	・前勤務先名( ) ・勤務期間(平成・令和 年 月 日 ~ 令和 年 月 日) ・前々勤務先名( ) ・勤務期間(平成・令和 年 月 日 ~ 令和 年 月 日)	・前勤務先名( <u>44クリニック</u> ) ・勤務期間( <u>平成・令和 26年 4月 1日</u> ~ 令和 4年 1月 31日 ) ・前々勤務先名( ) ・勤務期間(平成・令和 年 月 日 ~ 令和 年 月 日)
③現在の就労状況 ※現在、就労中または就労先が決まっている方のみご記入ください。	勤務先等名称 <u>〇〇株式会社</u> 経営者が親族の場合は父親との関係( ) 通勤時間 自宅 ⇒ 職場 片道 <u>60</u> 分 ★職種 <u>事務職</u> ★仕事内容 <u>営業</u> ★雇用年月日 昭和・ <u>平成</u> ・令和 <u>25</u> 年 <u>4</u> 月 <u>1</u> 日 ★雇用期間 ※定めがある場合のみ 平成・令和 年 月 日 ~ 令和 年 月 日 更新: <input type="checkbox"/> 有 【 月 毎 】 ・ <input type="checkbox"/> 無 ★単身赴任 <input checked="" type="checkbox"/> 無 <input type="checkbox"/> 赴任中 <input type="checkbox"/> 赴任予定 期間を記入してください 平成・令和 年 月 日 ~ 令和 年 月 日	勤務先等名称 <u>〇〇病院</u> 経営者が親族の場合は母親との関係( ) 通勤時間 自宅 ⇒ 職場 片道 <u>30</u> 分 ★職種 <u>看護師</u> ★仕事内容 <u>外来</u> ★雇用年月日 昭和・平成・ <u>令和</u> <u>4</u> 年 <u>2</u> 月 <u>10</u> 日 ★雇用期間 ※定めがある場合のみ 平成・ <u>令和</u> <u>5</u> 年 <u>6</u> 月 <u>1</u> 日 ~ 令和 <u>6</u> 年 <u>5</u> 月 <u>31</u> 日 更新: <input checked="" type="checkbox"/> 有 【 <u>12</u> ヶ月毎 】 ・ <input type="checkbox"/> 無 ★単身赴任 <input checked="" type="checkbox"/> 無 <input type="checkbox"/> 赴任中 <input type="checkbox"/> 赴任予定 期間を記入してください 平成・令和 年 月 日 ~ 令和 年 月 日
現在、休職中の方、または過去1年以内に産後休業、育児休業を取得している場合はご記入ください。		
産前産後休業期間	令和 年 月 日 ~ 令和 年 月 日	令和 <u>5</u> 年 <u>3</u> 月 <u>11</u> 日 ~ 令和 <u>5</u> 年 <u>6</u> 月 <u>30</u> 日
	月 日	令和 <u>5</u> 年 <u>7</u> 月 <u>1</u> 日 ~ 令和 <u>6</u> 年 <u>5</u> 月 <u>4</u> 日
	月 日	<input checked="" type="checkbox"/> 可 <input type="checkbox"/> 否 ※可の場合は延長期間をご記入ください (令和 <u>5</u> 年 <u>7</u> 月 <u>1</u> 日 ~ 令和 <u>6</u> 年 <u>11</u> 月 <u>4</u> 日)

④ Please ensure to fill in the relevant fields relating to user score or duration of certification.

【現在、育児休業中の方のみご記入ください】利用調整の取り扱いについて、希望する選択肢に☑を付けてください

☒ ① 【入園希望】 認可保育施設に入園できた場合、直ちに復職を希望する  
(利用調整において通常通りの順位付けとなることを希望する)

☐ ② 【育児休業延長】 希望する認可保育施設に入園できない場合は、育児休業の延長もできる  
(利用調整基準点が0点となりますが、保留を確約するものではありません)

⑤ Please fill in if you are currently on Childcare Leave

Tick ☒ your preferred option regarding usage of childcare facilities.

If you selected ②, your priority in the selection process will decrease (your Usage Criteria Points will be reduced to 0).

This treatment will decrease your priority in the selection process and may affect your enrollment opportunities.

If you wish to change the handling of your application, please submit a Notification of Change in Enrollment Priority Due to Extension of Childcare Leave. Please refer to "Submitting Documents" on page 52.

⑥ If you are a single-parent household, please tick the applicable reason and write when this situation started.

⑦ If a member of your household has a Disability Handbook or Intellectual Disability Handbook holder, or is a child eligible for the Special Child Rearing Allowance, or a recipient of Disability Pension, please write this person's name and their relation to the applicant child.

4	ひとり親世帯の方は 理由を選択してください。	<input type="checkbox"/> 離別 <input type="checkbox"/> 死別 <input type="checkbox"/> 離婚調停中 <input type="checkbox"/> 未婚 ( ) 上記に該当する場合その事実発生日 ( )
同一世帯に障害者手帳等をお持ちの方がいる場合にご記入ください。	手帳所持者の氏名 (申請児童との続柄)	浜松 春子
	手帳名	( 身体障害者 ) 手帳 ( ) 級 ( ) 手帳 ( ) 級
	特別児童扶養手当受給の有無	<input type="checkbox"/> 無 <input type="checkbox"/> 有 ( ) 級 <input type="checkbox"/> 無 <input type="checkbox"/> 有 ( ) 級
	障害年金等の受給の有無	<input checked="" type="checkbox"/> 無 <input type="checkbox"/> 有 <input type="checkbox"/> 無 <input type="checkbox"/> 有

【外国籍の方】 日本語の理解度について	わからない	ふつう	よくわかる		
	1	2	3	4	5
	1	2	3	4	5
	1	2	3	4	5

⑧ We ask those of foreign nationalities to conduct a self-assessment of their Japanese language abilities and circle the appropriate answer.

⑨ Please fill in the details of the applicant child's grandparents to the best of your knowledge.

父の状況	住所	<input checked="" type="checkbox"/> 同居 <input type="checkbox"/> 同居予定 ( 年 月頃 ) <input type="checkbox"/> 別居 (住所をご記入ください)	氏名	駿府 三 ( 62 ) 歳
	連絡先	053-XXX-XXXX	住所	<input checked="" type="checkbox"/> 別居 (住所をご記入ください) 静岡県静岡市〇〇区〇〇町〇〇番地
	連絡先	054-▲▲▲-▲▲▲▲	住所	同上
	保育ができない理由	<input checked="" type="checkbox"/> 就労 <input type="checkbox"/> 疾病等 <input type="checkbox"/> 離別 <input type="checkbox"/> 死別 <input type="checkbox"/> 遠方 (市外等) <input type="checkbox"/> 高齢 (65 歳以上) <input type="checkbox"/> その他 ( )	保育ができない理由	<input type="checkbox"/> 就労 <input type="checkbox"/> 疾病等 <input type="checkbox"/> 離別 <input type="checkbox"/> 死別 <input checked="" type="checkbox"/> 遠方 (市外等) <input type="checkbox"/> 高齢 (65 歳以上) <input type="checkbox"/> その他 ( )
祖母の状況	(フリガナ)	ハママツ ハルコ	(フリガナ)	スズキ ヨシコ
	氏名	浜松 春子 ( 63 ) 歳	氏名	駿府 美子 ( 61 ) 歳
	住所	<input checked="" type="checkbox"/> 同居 <input type="checkbox"/> 同居予定 ( 年 月頃 ) <input type="checkbox"/> 別居 (住所をご記入ください)	住所	<input type="checkbox"/> 同居 <input type="checkbox"/> 同居予定 ( 年 月頃 ) <input checked="" type="checkbox"/> 別居 (住所をご記入ください)
	連絡先	同上	連絡先	同上

6 きょうだいの状況 ※申込みをしない小学校就学前のきょうだいについてご記入ください。  
 ※当該児童 (児童名①・児童名②) が次の場合は当該児童の申込みが必要となります。  
 ・一時預かり事業を利用している場合  
 ・保護者が自宅で保育/同伴就労している場合  
 ・保育施設等に入園する予定がある場合でも入園希望月に在籍していない場合

児童名①	浜松 一郎	申込児童との続柄	兄	生年月日	平成 令和 30 年 9 月 8 日	
今後の保育状況	① <input type="checkbox"/> 認定こども園 (保育園機能: 2 号・3 号認定)・保育所・小規模保育事業・事業所内保育事業 ② <input type="checkbox"/> 認定こども園 (幼稚園機能: 1 号認定) ③ <input checked="" type="checkbox"/> 幼稚園 ④ <input type="checkbox"/> 認証保育所 ⑤ <input type="checkbox"/> 企業主導型保育事業 ⑥ <input type="checkbox"/> 認可外保育施設 (認証保育所・企業主導型保育事業以外) ⑦ <input type="checkbox"/> 児童発達支援施設 ⑧ <input type="checkbox"/> 同居の親族が保育を行う (続柄: ) ⑨ <input type="checkbox"/> 別居の親族が保育を行う (住所: ) (続柄: ) ⑩ <input type="checkbox"/> 知人が保育を行う ⑪ <input type="checkbox"/> その他 ( )					
	児童名②		申込児童との続柄		生年月日	平成・令和 年 月 日
	① <input type="checkbox"/> 認定こども園 (保育園機能: 2 号・3 号認定)・保育所・小規模保育事業・事業所内保育事業 ② <input type="checkbox"/> 認定こども園 (幼稚園機能: 1 号認定) ③ <input type="checkbox"/> 幼稚園 ④ <input type="checkbox"/> 認証保育所 ⑤ <input type="checkbox"/> 企業主導型保育事業 ⑥ <input type="checkbox"/> 認可外保育施設 (認証保育所・企業主導型保育事業以外) ⑦ <input type="checkbox"/> 児童発達支援施設 ⑧ <input type="checkbox"/> 同居の親族が保育を行う (続柄: ) ⑨ <input type="checkbox"/> 別居の親族が保育を行う (住所: ) (続柄: ) ⑩ <input type="checkbox"/> 知人が保育を行う ⑪ <input type="checkbox"/> その他 ( )					

⑩ Please fill in the name and childcare status of any siblings below elementary school age who are not applying for enrollment in any licensed nursery facilities. If there are siblings to which this applies, please also submit "Form 3: Childcare Status Report" and "Form 4: Enrollment Certificate" together with your application form.



**C Supplementary Application Form for Licensed Childcare Facility Usage ② (Confirming Child's Situation) - Application Procedure**

<div style="background-color: black; color: white; width: 30px; height: 30px; margin: 0 auto; border-radius: 50%; display: flex; align-items: center; justify-content: center;">C</div>	児童名	生年月日
		平成・令和 5年 5月 5日

① If you have previously used and withdrawn your child from a Licensed Childcare Facility in Hamamatsu, please write the facility name and the year and month of your withdrawal from the facility.

② Please fill in the current childcare status of the applicant child.

**認可保育施設利用申請書**  
 ★利用調整（選考）する方  
 ★きょうだいで申込する方

**1 申込児童の保育状況**  
 出産又は育休取得により一度認可保育施設を退園した場合、施設名・退園年月をご記入ください。

施設名：【 】 退園年月：【平成・令和 年 月 退園】

現在の保育状況	① 自宅で保育（□父 □母） ② 同居の祖父母（□祖父 □祖母） ③ 育児休業中（□父 <input checked="" type="checkbox"/> 母）	
	④ <input type="checkbox"/> 認定こども園（幼稚園機能：1号認定）	
	⑤ <input type="checkbox"/> 認定こども園（保育園機能：2号・3号認定）	
	⑥ <input type="checkbox"/> 幼稚園 ⑦ <input type="checkbox"/> 保育所 ⑧ <input type="checkbox"/> 小規模保育事業	
	⑨ <input type="checkbox"/> 事業所内保育事業 ⑩ <input type="checkbox"/> 認証保育所	
	⑪ <input type="checkbox"/> 企業主導型保育事業	
	⑫ <input type="checkbox"/> 認可外保育施設（認証保育所・企業主導型保育事業以外）	
	⑬ <input type="checkbox"/> 児童発達支援施設	
	⑭ <input type="checkbox"/> 保育ママ・ファミリーサポート事業 ⑮ <input type="checkbox"/> その他の施設（ ）	
	⑯ 同伴就労（□父 □母） 危険物の取扱いの有無：□無 □有 有の場合⇒対象物（ ）	

施設名（ ）  
 期間（平成・令和 年 月頃から利用している）  
 利用頻度（月平均 ）  
 利用料（□月 ）  
 ⑨⑪の場合は（ ）

③ Please give concrete details of childcare prospects for the applicant child during the waiting period. If left blank it will be deemed that home childcare is possible.

⑭ 親族（住所： ） 児童との続柄（ ） ⇒ 保育場所（□自宅 □相下先）

待機する場合の保育状況について教えてください。 ※未記入の場合、家庭での保育可能とみなします

☐ 上記の「現在の保育状況」で示した状態を継続する場合は上記番号を選択。（ ）番

☒ 上記の「現在の保育状況」以外の保育を検討する。【（具体的に）ご記入ください。】 **企業主導型保育事業を利用する**

**2 きょうだいで同時申込みをする場合** ※下表より該当の番号をご記入ください。

No.	同時申込みする場合の意向 ※①～④はきょうだいでそろえてください。	希望 No.
①	申込児童全員が同時期・同施設の入園ができなければ入園を希望しない。（同時期・同施設）	④
②	きょうだいが別施設の入園となっても良いが同時期でなければ入園を希望しない。（同時期・別施設）	
③	きょうだいが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。（別時期・同施設）	
④	きょうだいが別時期・別施設の入園でもよい。（別時期・別施設）	

③・④を選択した方は以下の質問にお答えください。

**質問1 入園内定した場合のご意向をお答えください。希望を1箇所選択し□をしてください**

**2人きょうだい同時申込みの方**

● きょうだいのうち1人のみ内定となった場合

<p>A <input type="checkbox"/> 上の子が内定しなければ入園を希望しない</p> <p>B <input type="checkbox"/> 下の子が内定しなければ入園を希望しない</p> <p>C <input checked="" type="checkbox"/> どちらの子が先でもよい</p>	<p>D <input type="checkbox"/> 上の子が内定しなければ入園を希望しない</p> <p>E <input type="checkbox"/> 中の子が内定しなければ入園を希望しない</p> <p>F <input type="checkbox"/> 下の子が内定しなければ入園を希望しない</p> <p>G <input type="checkbox"/> 上の子と中の子が共に内定した場合のみ入園を希望</p> <p>H <input type="checkbox"/> 上の子と下の子が共に内定した場合のみ入園を希望</p> <p>I <input type="checkbox"/> 中の子と下の子が共に内定した場合のみ入園を希望</p> <p>J <input type="checkbox"/> どの子が先でもよい</p>
--	---

④ Please ensure to fill this out if you are applying for siblings. Please see pages 27-29 for information on what option to pick.

**質問2 入園できなかったお子様の入園できるまでの保育の見通しをご記入ください。（記入例：認証保育所を利用する。）**

上の子	認定こども園の1号（幼稚園機能）に通う
中の子	

⑤ Please fill in the childcare status of any siblings that were unable to enroll.  
 ※ If any of their siblings was successfully enrolled in a Licensed Childcare Facility, you cannot select home childcare for children who were unable to enroll. (excl. children accompanying their guardians to work)

⑥Please fill out the details of the applicant child's health status at the time of application to the best of your knowledge.

3 申込児童の健康状況 ※該当する箇所に☑し、

アレルギー等の有無	<input type="checkbox"/> 無 <input checked="" type="checkbox"/> 有 ⇒ <input type="checkbox"/> 気管支喘息 <input type="checkbox"/> アトピー性皮膚炎 <input type="checkbox"/> アレルギー性結膜炎 <input type="checkbox"/> 春季カタル <input type="checkbox"/> アトピー性角結膜炎 <input type="checkbox"/> アレルギー性鼻炎 <input type="checkbox"/> アナフィラキシー <input type="checkbox"/> エビベン処方 <input checked="" type="checkbox"/> アレルギー ( <input type="checkbox"/> 花粉・ <input type="checkbox"/> 虫・ <input type="checkbox"/> 動物・ <input type="checkbox"/> ハウスダスト・ <input checked="" type="checkbox"/> 食物・ <input type="checkbox"/> その他 ( ) )										
食物アレルギー等による食事制限	<input type="checkbox"/> 不明 <input type="checkbox"/> 無 <input checked="" type="checkbox"/> 有 ⇒ <input checked="" type="checkbox"/> 鶏卵 <input type="checkbox"/> 牛乳・乳製品 <input type="checkbox"/> 小麦 <input type="checkbox"/> 蕎麦 <input type="checkbox"/> ピーナッツ <input type="checkbox"/> 大豆 <input type="checkbox"/> ごま <input type="checkbox"/> ナッツ類 <input type="checkbox"/> 甲殻類 <input type="checkbox"/> 軟体類・貝類 <input type="checkbox"/> 魚卵 <input type="checkbox"/> 魚類 <input type="checkbox"/> 肉類 <input type="checkbox"/> 果物類 <input type="checkbox"/> その他 ( )										
持病の有無	<input checked="" type="checkbox"/> 無 <input type="checkbox"/> 有 ⇒ 病名:										
通院の有無	<input checked="" type="checkbox"/> 無 <input type="checkbox"/> 有 ⇒ <input type="checkbox"/> 週 <input type="checkbox"/> 月 <input type="checkbox"/> 年 回 診断内容 (病名等):										
入院歴の有無	<input checked="" type="checkbox"/> 無 <input type="checkbox"/> 有 ⇒ 平成・令和 年 月頃 ~ 平成・令和 年 月頃 診断内容 (病名等):										
医療的ケアの有無	<input checked="" type="checkbox"/> 無 <input type="checkbox"/> 以前あり ( 年 月頃まで 内容: ) <input type="checkbox"/> 有 ⇒ 【医療的ケアの内容】 ( ) 内は該当に○を付けてください <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/>経管栄養 ( 経鼻・胃ろう・腸ろう )  <input type="checkbox"/>吸引 ( 口腔・鼻腔・気管切開部 )  <input type="checkbox"/>カニユーレ管理 ( カニユーレ・Tチューブ )  <input type="checkbox"/>導尿  <input type="checkbox"/>酸素療法 <input type="checkbox"/>人工呼吸器 <input type="checkbox"/>人工肛門 <input type="checkbox"/>インスリン注射 <input type="checkbox"/>血糖値測定管理  <input type="checkbox"/>その他 (具体的に: )         </div> <div>           頻度: _____            頻度: _____            頻度: _____            頻度: _____            頻度: _____            頻度: _____         </div> </div> かかりつけ医: _____ 病院 _____ 科 主治医 _____ ※医療的ケアが必要な場合には、事前に必ず幼児教育・保育課指導グループ (TEL:053-457-2117) へご連絡ください。										
処方薬	<input checked="" type="checkbox"/> 無 <input type="checkbox"/> 有 ⇒ 与薬: <input type="checkbox"/> 経口 <input type="checkbox"/> 注入 <input type="checkbox"/> 坐薬 <input type="checkbox"/> その他 ( ) 服薬時間: <input type="checkbox"/> 朝 <input type="checkbox"/> 昼 <input type="checkbox"/> 夕 <input type="checkbox"/> その他 ( )										
子育てで心配していること、困っていること	<input checked="" type="checkbox"/> 無 <input type="checkbox"/> 有 ⇒ 内容: _____ (例: よく泣く・偏食が多い・かんしゃくを起こす・落ち着きがない・言葉が遅い・視線が合わない等) 相談先機関: _____										
療育機関への通所の有無	<input checked="" type="checkbox"/> 無 <input type="checkbox"/> 有 ⇒ 療育機関: _____ 通所頻度: <input type="checkbox"/> 月 <input type="checkbox"/> 週										
相談支援事業所の利用の有無	<input checked="" type="checkbox"/> 無 <input type="checkbox"/> 有 ⇒ 事業所名: _____										
障害者手帳や手当等の受給状況	<input checked="" type="checkbox"/> 無 <input type="checkbox"/> 身体障害者手帳 ( ) 級 <input type="checkbox"/> 精神障害者保健福祉手帳 ( ) 級 <input type="checkbox"/> 療育手帳 ( A・B ) <input type="checkbox"/> 特別児童扶養手当 ( ) 級 <input type="checkbox"/> 自立支援医療 (育成医療) <input type="checkbox"/> 重度心身障害者医療費助成 <input type="checkbox"/> 小児慢性特定疾病医療費助成										
乳幼児健診・予防接種の状況	<input checked="" type="checkbox"/> 4か月児健診 <input type="checkbox"/> 10か月児健診 <input type="checkbox"/> 1歳6か月児健診 <input type="checkbox"/> 3歳児健診 ※受診済みの健診に☑をしてください 健診時の指摘事項 <input checked="" type="checkbox"/> 無 <input type="checkbox"/> 有 ( ) <table border="1" style="width: 100%;"> <tr> <td>予防接種</td> <td><input checked="" type="checkbox"/>定期的に受けている <input type="checkbox"/>あまり受けていない</td> <td>妊娠週数</td> <td>...38...週</td> <td>出生時の体重</td> <td>...2,800...g</td> </tr> </table>					予防接種	<input checked="" type="checkbox"/> 定期的に受けている <input type="checkbox"/> あまり受けていない	妊娠週数	...38...週	出生時の体重	...2,800...g
予防接種	<input checked="" type="checkbox"/> 定期的に受けている <input type="checkbox"/> あまり受けていない	妊娠週数	...38...週	出生時の体重	...2,800...g						
入所/集団保育にあたり配慮が必要なこと	<input checked="" type="checkbox"/> 無 <input type="checkbox"/> 有 ( )										

We may provide information regarding your child's health status in advance to the facilities which have offered you a place.

# Sibling Applications

## > Standard

Enrollment selection for simultaneous sibling applications will be decided based on the preferences written on Form C: Supplementary Application Form for Licensed Childcare Facility Usage ② (Confirming Child's Situation). In the event that the applicant child has sufficient Usage Criteria Points for enrollment in multiple facilities, enrolling the siblings in the same facility will be prioritized – regardless of preference ranking.

## > Method of Enrollment with Usage Criteria Points

As can be seen in the tables below, enrollment in the same facility will be prioritized. However, if the siblings can enroll in multiple facilities together, then preference ranking will be prioritized.

### Example

	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice	3 <sup>rd</sup> Choice	4 <sup>th</sup> Choice	5 <sup>th</sup> Choice	6 <sup>th</sup> Choice	7 <sup>th</sup> Choice
1 <sup>st</sup> Child	Sufficient Usage Criteria Points	Sufficient Usage Criteria Points	Sufficient Usage Criteria Points	×	×	×	×
2 <sup>nd</sup> Child	×	Sufficient Usage Criteria Points	Sufficient Usage Criteria Points	×	×	Sufficient Usage Criteria Points	Sufficient Usage Criteria Points

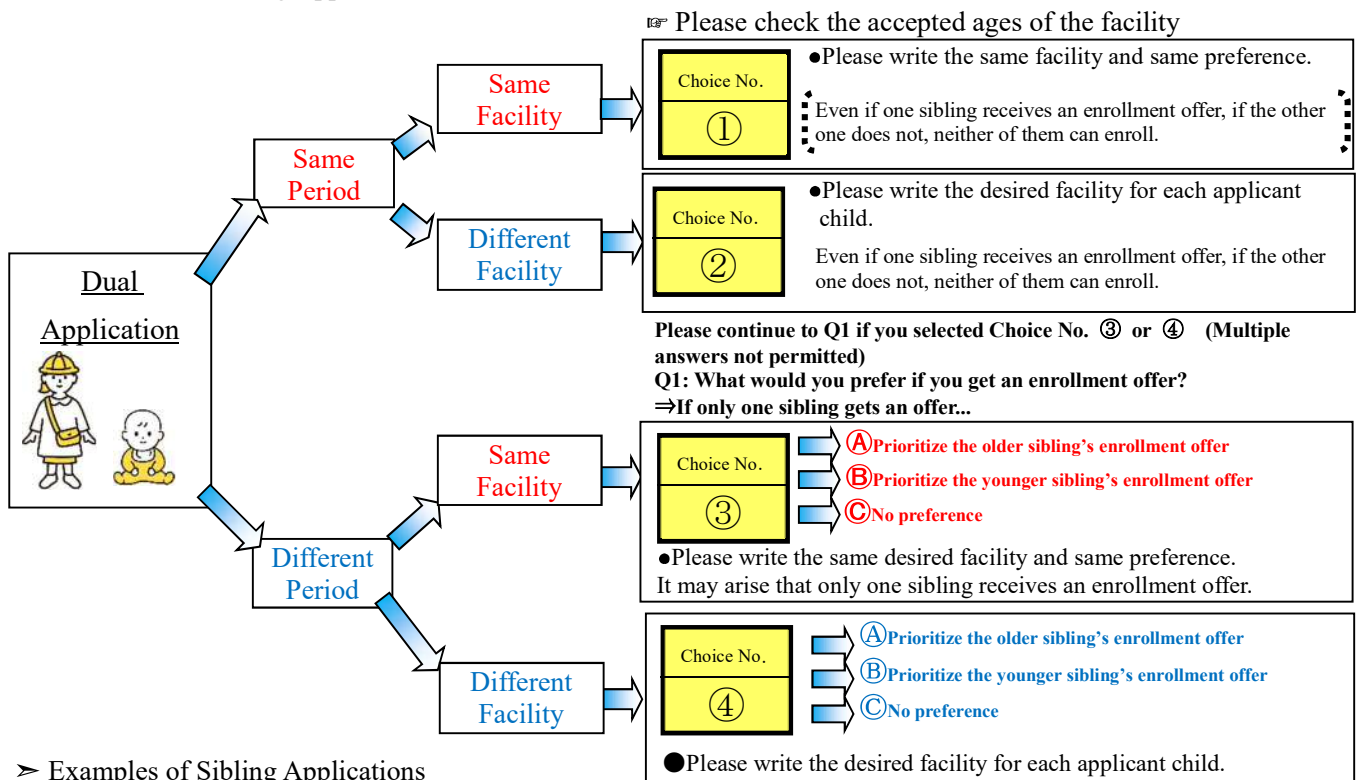
Result

	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice	3 <sup>rd</sup> Choice	4 <sup>th</sup> Choice	5 <sup>th</sup> Choice	6 <sup>th</sup> Choice	7 <sup>th</sup> Choice
1 <sup>st</sup> Child	—	Enrollment Offer	—	—	—	—	—
2 <sup>nd</sup> Child	—	Enrollment Offer	—	—	—	—	—

※"Sufficient Usage Criteria Points" indicates that the child's priority rank is within the facility's enrollment quota.

In this example, as the 2<sup>nd</sup> child does not have sufficient Usage Criteria Points for the 1<sup>st</sup> choice facility, they will only be able to enroll in the 2<sup>nd</sup> or 3<sup>rd</sup> choice facility. In this case, they will receive an enrollment offer from their higher preference 2<sup>nd</sup> choice facility.

## > Flowchart for Sibling Applications



## > Examples of Sibling Applications

Example ① Simultaneous Application for 2 Siblings				
Order	Current Childcare Status	Guardian's Preference	Plan if Only One Sibling Receives an Enrollment Offer	Choice
Older Sibling	Enrolled in the Kindergarten Service of a Certified Early Childhood Education and Care Facility	Enrollment in the Nursery Service of their currently enrolled Certified Early Childhood Education and Care Facility	Guardian wishes to return to work, so enrollment for only the younger sibling is fine.	③ B
Younger Sibling	Intent to enroll in a facility once childcare leave ends	Enrollment in the Nursery Service of the Certified Early Childhood Education and Care Facility in which the older sibling is enrolled.		



Example ② Simultaneous Application for 2 Siblings				
Order	Current Childcare Status	Guardian's Preference	Plan if Only One Sibling Receives an Enrollment Offer	Choice
Older Sibling	Attending a workplace day-care center	Enrollment as they will have to leave their current facility when they turn 2	As the younger sibling can attend a daycare service at the guardian's workplace if they are unable to enroll, enrollment for only the older sibling is fine	③ A
Younger Sibling	Intent to enroll in a facility once Childcare Leave ends	Enrollment so the guardian can return to work		

Enrollment may not be possible depending on your desired choice.

(E.g.) If you selected Preference No.① (Same Period, Same Facility), then all applications will be placed on hold, as can be seen below.

	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice	3 <sup>rd</sup> Choice	4 <sup>th</sup> Choice	5 <sup>th</sup> Choice	6 <sup>th</sup> Choice	7 <sup>th</sup> Choice
1 <sup>st</sup> Child	Sufficient Usage Criteria Points	Sufficient Usage Criteria Points	×	×	Sufficient Usage Criteria Points	×	×
2 <sup>nd</sup> Child	×	×	×	Sufficient Usage Criteria Points	×	Sufficient Usage Criteria Points	Sufficient Usage Criteria Points

↓

	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice	3 <sup>rd</sup> Choice	4 <sup>th</sup> Choice	5 <sup>th</sup> Choice	6 <sup>th</sup> Choice	7 <sup>th</sup> Choice
1 <sup>st</sup> Child	On hold	On hold	On hold	On hold	On hold	On hold	On hold
2 <sup>nd</sup> Child	On hold	On hold	On hold	On hold	On hold	On hold	On hold

(E.g.) If you selected Preference No.① (Same Period, Different Facility), the siblings may be enrolled in different facilities, as can be seen below. However, if any one of the siblings does not have sufficient Usage Criteria Points for any of your 1<sup>st</sup>-7<sup>th</sup> choice facilities, all of the siblings' applications will be placed on hold.

	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice	3 <sup>rd</sup> Choice	4 <sup>th</sup> Choice	5 <sup>th</sup> Choice	6 <sup>th</sup> Choice	7 <sup>th</sup> Choice
1 <sup>st</sup> Child	Sufficient Usage Criteria Points	Sufficient Usage Criteria Points	×	×	Sufficient Usage Criteria Points	×	×
2 <sup>nd</sup> Child	×	×	×	Sufficient Usage Criteria Points	×	Sufficient Usage Criteria Points	Sufficient Usage Criteria Points

↓

	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice	3 <sup>rd</sup> Choice	4 <sup>th</sup> Choice	5 <sup>th</sup> Choice	6 <sup>th</sup> Choice	7 <sup>th</sup> Choice
1 <sup>st</sup> Child	Enrollment Offer	—	—	—	—	—	—
2 <sup>nd</sup> Child	—	—	—	Enrollment Offer	—	—	—

(E.g.) If you selected Preference No.③ (Different Period, Same Facility, Younger Sibling Priority), the older sibling's application may be placed on hold, as can be seen below.

	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice	3 <sup>rd</sup> Choice	4 <sup>th</sup> Choice	5 <sup>th</sup> Choice	6 <sup>th</sup> Choice	7 <sup>th</sup> Choice
1 <sup>st</sup> Child	Sufficient Usage Criteria Points	Sufficient Usage Criteria Points	×	×	Sufficient Usage Criteria Points	×	×
2 <sup>nd</sup> Child	×	×	×	Sufficient Usage Criteria Points	×	Sufficient Usage Criteria Points	Sufficient Usage Criteria Points

↓

	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice	3 <sup>rd</sup> Choice	4 <sup>th</sup> Choice	5 <sup>th</sup> Choice	6 <sup>th</sup> Choice	7 <sup>th</sup> Choice
1 <sup>st</sup> Child	—	—	—	—	—	—	—
2 <sup>nd</sup> Child	—	—	—	Enrollment Offer	—	—	—

(E.g.) If you selected Preference No.④ B (Different Period, Different Facility, Younger Sibling Priority), the siblings may be enrolled in different facilities, as can be seen below. If the older sibling does not have sufficient Usage Criteria Points, then it may arise that only the younger sibling receives an enrollment offer.

	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice	3 <sup>rd</sup> Choice	4 <sup>th</sup> Choice	5 <sup>th</sup> Choice	6 <sup>th</sup> Choice	7 <sup>th</sup> Choice
1 <sup>st</sup> Child	Sufficient Usage Criteria Points	Sufficient Usage Criteria Points	×	×	Sufficient Usage Criteria Points	×	×
2 <sup>nd</sup> Child	×	×	×	Sufficient Usage Criteria Points	×	Sufficient Usage Criteria Points	Sufficient Usage Criteria Points

↓

	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice	3 <sup>rd</sup> Choice	4 <sup>th</sup> Choice	5 <sup>th</sup> Choice	6 <sup>th</sup> Choice	7 <sup>th</sup> Choice
1 <sup>st</sup> Child	Enrollment Offer	—	—	—	—	—	—
2 <sup>nd</sup> Child	—	—	—	Enrollment Offer	—	—	—

Procedure if Only 1 Sibling Receives an Enrollment Offer for Preference No.③

If you submitted sibling applications to multiple facilities, and only one sibling received an enrollment offer, but you only wish to enroll the sibling whose application was placed on hold in the same facility that gave their sibling an enrollment offer, then you will be required to complete procedures to change your facility preferences. If you do not complete said procedures, the sibling placed on hold may receive an enrollment offer from a facility other than the one from which their sibling received an enrollment offer. Please be aware that rejecting an enrollment offer will result in your Usage Criteria Score decreasing (-7 points).

D

## マイナンバー記入用紙

(あて先) 浜松市長

教育・保育給付認定及び利用調整に関する申請（届出）に関して、マイ

① Please write the MyNumber of the applicant child

## 1 申請（利用申込み）に係る児童

氏 名	生 年 月 日	マイナンバー（個人番号）
(フリガナ) ハママツ シロウ		
浜松 二郎	令和 5年 5月 5日	1 2 3 4 5 6 7 8 9 0 1 2

## 2 児童の保護者

※A教育・保育給付認定申請書の保護者欄（教育・保育給付認定の）  
ください。

※上段の申請者は本人確認書類が必要です。

②Please write the details of the person listed in the “Guardian” box (at the top) on Form A: Education and Childcare Benefits Certification and Usage Application Form on the top line.

申請者	氏名	児童との続柄	生 年 月 日	
○	(フリガナ) ハママツ タロウ	父	昭和 57年 9月 10日	9 8 7 6 5 4 3 2 1 0 9 8
	浜松 太郎			
	(フリガナ) ハママツ ハナコ	母	昭和 63年 11月 15日	5 6 7 8 9 0 1 2 3 4 5 6
	浜松 花子			

※以下市記入欄

<input type="checkbox"/> 記載されている個人番号が正しい番号であることを確認した。(番号確認) <input type="checkbox"/> 申請者が個人番号の正しい持ち主であることを確認した。(身元確認) 備考	確認書類／対応記録			
	番号確認	マイナンバーカード(裏)	通知カード	住民票の写し
身元確認 確認者押印欄	一点	マイナンバーカード(表)	運転免許証	
		パスポート	在留カード	
	二点 A 2点・AとB	身体障害者手帳	精神障害者保健手帳	療育手帳
		A 顔写真なしの公的証明書 【「氏名」と「生年月日」または「住所」の記載のあるもの】		
		保険証	児童扶養手当証書	
		年金手帳	特別児童扶養手当証書	
		その他 ( )		
		B 顔写真付きの証明書【顔写真の掲載があるもの】		
		学生証		
		法人が発行した証明書 ( )		
その他	番号補正			

Note:

Please firmly attach the copies of your documents so they do not come unstuck.

## マイナンバー本人確認書類貼付台紙

**A**教育・保育給付認定申請書 の「保護者」欄に記載された方の本人確認書類（平日確認と自己確認）を貼付してください。

1番  
マ  
※



③ Please attach a copy which clearly displays the MyNumber of the person listed in the “Guardian” box (at the top) on Form A: Education and Childcare Benefits Certification and Usage Application Form.

2

2番  
顔  
貼

1

2

【  
の記載の  
・保険証  
・年金手帳  
・児童扶養  
・特別児童



④ Please attach a copy of the proof of identity of the person listed in the “Guardian” box (at the top) on Form A: Education and Childcare Benefits Certification and Usage Application Form.

身分確認

身分確認

のりしろ

本人確認書類が台紙からはみ出す場合は右図のように折りたたんで貼付してください。

のりしろ

# Questionnaire of Intent to Transfer Childcare Facilities (Application Procedure)

※転園を希望される方は必ずご提出ください

## 転園希望調査票

今回、転園申込みを希望されるお子さまが現在、認可  
以下の質問についてご回答いただき、こちらの用紙を

① Please fill in the details of the child  
whose facility you want to change.

問1 現在、お子さまはどちらの施設に通われていますか？

児童氏名	施設 No.	施設名
浜松 二郎	●●●	●●こども園

※施設 No. は「令和6年度認可保育施設利用案内」を参照しご記入ください。

※「令和6年度認可保育施設利用案内」に記載のない施設に通われている場合は提出不要です。

問2 現在通われている施設はどのような施設ですか？該当する箇所に☑を付けてください。

☒ ①認定こども園（保育機能：2号・3号認定） 問3へ進む

☐ ②認定こども園（幼稚園機能：1号認定）

☐ ③保育所（市立・私立） 問3へ進む

☐ ④小規模保育事業 問3へ進む

☐ ⑤事業所内保育事業（地域枠） 問3へ進む

☐ ⑥事業所内保育事業（従業員枠）

☞①・③・④・⑤の施設に☑をされた方は問3へ進む

②・⑥の施設に☑をされた方は以上となります

② Please tick the type of facility which the  
child is currently attending.

③ Please write the details of any younger  
siblings born whilst their older siblings were  
enrolled.

問3 在園児下の子（在園中に生まれた下の子）として入園を予定しているお子さまはいますか？

☒ いいえ ☐ はい ⇒ 入園希望月：令和 年 月

☞在園児下の子も含めた利用調整となります。

問4 転園希望先で内定が出た場合、保護者の方へ内定の  
いる施設へ転園が決まったことを伝えてもよいですか？

☐ 現在通っている施設へ先に伝えてもよい

☒ 保護者から施設へ直接伝えるまで待ってほしい

☞転園が決まった場合は在園している施設に速やかに申し出てください。

④ If you receive an enrollment offer thanks  
to having sufficient Usage Criteria Points,  
Please tick the desired date for the City Hall  
to inform your current facility that you have  
decided to transfer facilities.

問5 今回の申込みで転園できなかった場合、現在通われている施設にはそのまま通われますか？

☒ そのまま通い続ける…利用調整基準点に0.8を

☞こちらの用紙を「郵送申込用チェックリスト」

☐ 退園する…利用調整基準点はそ

☞裏面の退園届（転園申請用）にご記入のうえ、こちらの用紙を「郵送申込用チェックリスト」の次にご提出ください。

⑤ If you are unable to transfer facilities due  
to insufficient Usage Criteria Points, please  
tick your preference for the facility you are  
currently attending.

⑥ Please write the date you  
filled out this form and the  
guardian's name.

入園の可否にかかわらず、現在通われている施設は退園となりま

ください。

在園している施設に「退園届」を提出してください。

以上の内容に相違ありません。

記入日：令和 5 年 10 月 5 日

保護者署名： 浜松 太郎



## Certificate of Employment (Application Procedure)

### 就労証明

Note:

With the exception of those who are self-employed, please ask the office at your place of work to fill this out for you. This document will be rendered invalid if filled out by the guardian.

① Is this document addressed to the Mayor of Hamamatsu?

浜松市長宛

② Have you written the Certificate Date?  
※If the Certification Date is 3 months prior or more to the Certificate Submission Date, it will be rendered invalid.

証明日 西暦 2023 年 9 月 15 日  
事業所名 (医)〇〇会  
代表者名 鈴木 太郎  
所在地 浜松市中区△△町△△番地  
電話番号 053 - 〇〇〇 - 〇〇〇〇  
担当者名 田中  
記載者連絡先 053 - △△△ - 〇〇〇〇

下記の内容について、事実であることを

※本証明書の内容について、就労先事業者等に無断で作成し又は改変を行ったときには、刑法上の罪に問われる場合があります。

③ Have you written the name, address, and date of birth of the person in question?

No.	項目	内容
2	フリガナ	アマトツ ハナコ
2	本人氏名	浜松 花子
3	雇用(予定)期間等	〇 無期 <input checked="" type="checkbox"/> 有期 (無期の場合は雇用開始日のみ) 2023 年 6 月 1 日 ~ 2024 年 5 月 31 日

④ Have you written your period of employment?  
※If you have a permanent position, please confirm that you have written your employment start-date.

⑤ Have you written the address of your workplace?

名称	〇〇病院
住所	浜松市中区〇〇町△△番地
正社員	<input type="checkbox"/> パート・アルバイト <input type="checkbox"/> 派遣社員 <input checked="" type="checkbox"/> 契約社員 <input type="checkbox"/> 会計年度任用
	<input type="checkbox"/> 自営業主 <input type="checkbox"/> 自営業専従者 <input type="checkbox"/> 家族従業者 <input type="checkbox"/> 内職 <input type="checkbox"/> 業務委託

⑥ Have you ticked the boxes which apply to your employment status?

6	就労時間 (固定就労の場合)	月 火 水 木 金 土 日 祝日	合計時間	月間 175 時間	分 (うち休憩時間 1200 分)
		一月当たりの就労日数	月間 20 日	一週当たりの就労日数	週間 5 日
		平日 9 時 0 分 ~ 17 時 45 分 (うち休憩時間 60 分)			
		土曜 時 分 ~ 時 分			
6	就労時間 (変則就労の場合)	日祝 時 分 ~ 時 分	合計時間	〇 月間 〇 週間 時間	
		就労日数	〇 月間 〇 週間 日		
		主な就労時間帯・シフト時間帯	時 分 ~ 時 分		

⑦ Have you written your working hours accurately, without error?  
(Have you stated if this is regular or irregular employment?)

7	就労実績 ※日数に有給休暇を含み、時間数に休憩・残業時間を含む	年月 2023 年 3 月 8 日/月 68 時間/月	年月 2023 年 2 月 18 日/月 153 時間/月	年月 2023 年 1 月 20 日/月 175 時間/月
---	------------------------------------	-----------------------------	-------------------------------	-------------------------------

8	産前・産後休業の取得 ※取得予定を含む	<input type="checkbox"/> 取得予定 <input checked="" type="checkbox"/> 取得中 期間 2023 年 3 月 11 日 ~ 2023
---	------------------------	--

⑧ Have you correctly written your period of Childcare Leave?

9	育児休業の取得 ※取得予定を含む	<input type="checkbox"/> 取得予定 <input checked="" type="checkbox"/> 取得中 <input type="checkbox"/> 取得済み 期間 2023 年 7 月 1 日 ~ 2024 年 5 月 4 日
---	---------------------	---

10	産休・育休以外の休業の取得	<input type="checkbox"/> 取得予定 <input type="checkbox"/> 取得中 <input type="checkbox"/> 取得済み 理由 <input type="checkbox"/> 介護休業 <input type="checkbox"/> 病休 <input type="checkbox"/> その他
11	復職(予定)年月日	<input checked="" type="checkbox"/> 復職予定 <input type="checkbox"/> 復職済み 2024 年 5 月 5 日

⑨ Have you correctly written your return date to work (or expected return date)?

12	育児のための短時間勤務制度利用有無 ※取得予定を含む	<input checked="" type="checkbox"/> 取得予定 <input type="checkbox"/> 取得中 期間 2024 年 5 月
	主な就労時間帯・シフト時間帯	9 時 0 分 ~ 16 時 45 分 (うち休憩時間 60 分)

⑩ For Guardians:  
Have you correctly written the child's name and date of birth?

13	保護者記入欄	※児童名・児童生年月日を黒のボールペンでご記入ください。
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浜松 二郎 令和5年5月5日

Copies are permitted if applying for siblings  
※Please ensure to attach the original to one of the siblings' applications and make the copies yourself.

We may contact the issuer of your certificate via phone to confirm various details.

Please be aware that if the guardian applies under false pretenses or commits unpermitted creations or amendments, these deeds may legally be deemed to constitute crimes such as "Counterfeiting Private Documents", "Altering Private Documents", or "Unauthorized Creation of Private Electromagnetic Records".

# Form 1: Declaration and Written Pledge (Application Procedure)

## 様式①

### 申立書兼誓約書

(あて先) 浜松市長

申立日 令和 5 年 10 月 5 日

#### Required Field

Please write the date on which you filled out this form

下記の 〇 が困難である

#### 《保護者記入欄》

どちらかを○で  
囲んでください。

申込中・在園中

Please only fill in the sections in ①～⑦ that are relevant to why you are unable to provide childcare.

第一希望/在園施設名

児童生年月日

〇〇こども園

R5・5・5

住 所 浜松市中区元城町 103-2 コーポハママツ 101

申 立 者 浜松 花子

電 話 番 号 090-□□□□-□□□□

※自署しない場合は、押印してください。

※申込者は申込書または各施設に記入

#### Required Field

In the applicant field, please write the name of the person who cannot provide childcare.

e.g.: If the mother is applying on grounds of job-hunting, please write the mother's name.

#### ①求職活動の場合 ＜誓約文＞

【追加書類】必要なし

下記の事項について事実と相違ありません。認定（継続）中（起業準備を含む）のため、就労証明書の提出ができず、職日から90日を経過する日の月末までに就職し、就労証明書を提出いたします。なお、90日を経過する日の月末までに利用基準（月64時間以上）を満たす就労をしない場合は、認定が取り消しとなることに同意します。また、認可保育施設を利用している場合には、認定期間満了後、認可保育施設を退所いたします。※認可保育施設とは認定こども園（保育園機能）・保育所・小規模保育事業・事業所内保育事業のことを指します

求職活動の方法 (該当するものに☑)	<input checked="" type="checkbox"/> ハローワークを利用している <input type="checkbox"/> 民間職業紹介所を利用している <input type="checkbox"/> 労働者派遣会社を利用している <input type="checkbox"/> 求人企業等に応募し、現在採用面接を受けている <input type="checkbox"/> 起業準備を行っている <input type="checkbox"/> その他 ( )
求職活動の頻度	平均 週 2 日 ・ 月 日
求職活動開始日 ※予定を含む	令和 5 年 9 月 27 日
求職活動中の 保 育 状 況	<input checked="" type="checkbox"/> 親族 [ <input checked="" type="checkbox"/> 祖母 <input type="checkbox"/> 祖父 <input type="checkbox"/> その他 ( ) ] <input type="checkbox"/> 保育施設名等 ( ) <input type="checkbox"/> その他 ( )

Please write the details of your current job-hunting status.

#### ②妊娠・出産の場合 ＜誓約文＞

【追加書類】母子手帳のコピー（表紙と分娩予定日の分かるページ）

下記の事項について事実と相違ありません。妊娠・出産を理由とする認定期間が出産予定日から前8週間（多胎児の場合には前14週間）の月の1日から産後8週間を経過する日の翌日の月末までとなることに同意します。

また、認可保育施設を利用している場合には、認定期間満了後、認可保育施設を退所いたします。※認可保育施設とは認定こども園（保育園機能）・保育所・小規模保育事業・事業所内保育事業のことを指します

出産予定日	令和 6 年 5 月 30 日
医療機関名	△△△病院

Please fill in your due date and the name of the medical facility where you intend to give birth. Please ensure to attach a copy of your Maternal and Child Health Book when applying.

#### ③疾病・負傷の場合

【追加書類】様式② 診断書

傷 病 名	〇〇病	<input type="checkbox"/> 入院 <input checked="" type="checkbox"/> 通院（自宅療養） (該当するものに☑)
入院・通院期間	平成 令和 4 年 8 月 1 日 ~ 令和 7 年 8 月 31 日	
通 院 状 況	平均 月 ( ) 日 ・ 週 ( 2 ) 日 程度	
医 療 機 関 名	□□病院	
所 在 地	浜松市中区×	

Please write the details of any illnesses or injuries. Please ensure to attach Form 2: Medical Certificate when applying.



Please write the details of any Handbooks you possess, and the possibility of childcare. Please ensure to attach a copy of your Handbook (with name, class, and expiry date visible) when applying.

④ 障

手帳の種類	( 身体障害者 ) 手帳 ( 2 ) 級
保育の可否	<input type="checkbox"/> 可 <input checked="" type="checkbox"/> 否 (該当するものに☑)

⑤ 介護・看護・施設通所の付添いの場合

【追加書類】診断書、障害者手帳または介護認定状況が分かる証明資料のコピー

介護・看護・付添いをしている時間等		(すべてご記入ください) ※午前または午後のどちらかに○ 平均 週 ( 5 ) 日 午前 ( 8 ) 時 ( 30 ) 分～午前 ( 6 ) 時 ( 00 ) 分	
(対象者につ 該当箇所を記入)	氏 名	浜松 春子	
	生 年 月 日	昭和 34 年 9 月 8 日	児童との続柄 祖母
	住 所	<input checked="" type="checkbox"/> 同居 <input type="checkbox"/> 別居 (該当するものに☑) ※別居の場合は下記に住所を記入	
	傷 病 名	〇〇病	
	入院・通院・通所の状況	<input type="checkbox"/> 入院 <input checked="" type="checkbox"/> 通院 (自宅療養) <input type="checkbox"/> 通所 (該当するものに☑) 医療機関名または施設名 ( ××病院 )	
	各種手帳の内容	( 身体障害者 ) 手帳 ( 3 ) 級	
介護認定の状況		要介護 ( )	

⑥ 就学 (または予定)

【追加書類】①在学証明書  
②カリキュラム

学 校 名	△△△
所 在 地	浜松市東区〇〇町△△番地
電 話 番 号	053-000-0000
在 学 期 間	平成 ( 令和 ) 5 年 4 月 1 日 ～ 令和 8 年 3 月 31 日
在 学 状 況	<input checked="" type="checkbox"/> 月 <input checked="" type="checkbox"/> 火 <input checked="" type="checkbox"/> 水 <input checked="" type="checkbox"/> 木 <input checked="" type="checkbox"/> 金 <input type="checkbox"/> 土 <input type="checkbox"/> 日 (該当曜日に☑) 1 日平均 ( 6 ) 時間受講
卒業後の就労	<input checked="" type="checkbox"/> 予定有 <input type="checkbox"/> 予定無 (該当するものに☑) 令和 8 年 4 月 1 日 (予定)

Please write the details of your education status.

Please attach the following two documents when submitting your application.

- ① Copy of your Certificate of Enrollment or your Admission Notice (if not yet enrolled)
- ② Copy of your curriculum (which shows your lesson times) or documentation from your professor which proves your enrollment.

⑦ その他の場合

【追加書類】状況の分かる書類

保育できない理由	
----------	--

Please write the details of your care or nursing care status.

When submitting your application, please ensure to attach either a Medical Certificate (specific form not required) which proves the status of the individual receiving care or nursing care, a copy of their Disability Handbook, or a copy of a document which proves their certified nursing care status.

ください。

【問い合わせ先】浜松市役所 幼児教育・保育課		
認可保育施設の申込みをする場合	保育相談センター	TEL:053-457-2833
認可保育施設に在籍している場合	入所管理グループ	TEL:053-457-2867
幼稚園・認定こども園(幼稚園機能)での預かり保育や認証保育所の無償化申請をする場合	無償化事業グループ	TEL:053-457-2118
認証保育所の保育料負担軽減認定申請をする場合	制度運営グループ	TEL:053-457-2827

書類のダウンロードは  
こちらから





## Form 2: Medical Certificate (Application Procedure)

Note:

Please ask your doctor to fill this out for you.

様式②

# 診 断 書

(あて先) 浜松市長

証明日 令和 5年 10月 1日

※証明日が証明書提出日3ヶ月以前

の場合には

下記の

※ 以下の

① Have you written the Certificate Date?

※ If the Certification Date is 3 months prior or more to the Certificate Submission Date, it will be rendered invalid.

保護者記入

どちらかを○で 囲んでください。	児童名	児童との続柄
<input checked="" type="radio"/> 申込中	浜松 二郎	母
<input type="radio"/> 在園中	第一希望/在園施設名	児童生年月日
	〇〇こども園	R5・5・5

所在地 浜松市中区〇〇町△△番地

医療機関名 〇〇〇病院

電話番号 053-000-0000

担当医師 遠州 夏子

※担当医師の印、証明日の印がないものは無効となります。

② Has your doctor signed and stamped the document?

氏 名

〇〇 〇〇

(昭和・平成・令和) 63年 11月 15日生

傷 病 名

〇〇病

病 状

呼吸器障害、倦怠感

③ Have you written your name, the name of your condition, and your symptoms accurately?

治療期間

(該当するものに☑)

通院

通院期間 平成 令和 5年 9月 15日から  
令和 6年 9月 15日頃まで

通院の頻度 □月 ☒週 2回

入院

☐ 入院予定 入院開始予定日 令和 年 月 日

☐ 入院中 入院期間 平成・令和 年 月 日から  
令和 年 月 日頃まで

( 退院後 □通院予定あり □通院予定なし □未定 )

④ Have you written the period of your medical treatment accurately?

総合所見

日常生活

能力の程度

(該当するものに☑)

- ☐ 常時、臥床、また安静を保つ必要がある。  
☒ 日常生活に支障があり、多くの介助・支援が必要である。  
☐ 基本的に日常生活はできるが、必要である

⑤ Have you ticked one of the options for overall assessment?

※診断書の記入用紙については「幼児教育・保育課」で受領または「子育て情報サイトびびり」からダウンロードしてください。

【問い合わせ先】浜松市役所 幼児教育・保育課

書類のダウンロードは  
こちらから

認可保育施設の入園申し込みをする場合

保育相談センター TEL:053-457-2833

認可保育施設に在籍している場合

入所

幼稚園・認定こども園(幼稚園機能)での

無償

預かり保育や認定保育所の無償化申請をする場合

認定保育所の保育料負担軽減認定申請をする場合

制度運営グループ TEL:053-457-2827

Copies are permitted if applying for siblings  
※Please ensure to attach the original to one of the siblings' applications and make the copies yourself.

# Form 3: Childcare Status Report (Application Procedure)

様式③

## 保育状況申告書

(あて先) 浜松市長

申告日 令和 5年 10月 5日

次のとおり

① Please write the date on which you filled out this form

### 《保護者記入欄》

どちらかを○で  
囲んでください。

申込中 ・ 在園中

兄 童 名

浜松 二郎

第一希望/在園施設名

児童生年月日

②Please write the guardian's name, address, and phone number.

(保護者)

住 所 浜松市中区元

氏 名 浜松 花子

電話番号 090-0000-0000

※自署しない場合は、押印してください。

兄 童 名	浜松 二郎	男・女	男	平成・令和	令和	5年 5月 5日生
期 間	平成・令和 5年 9月 1日 ~ 令和 11年 3月 31日					
保 育 時 間	午前 7時 30分 ~ 午後 6時 00分					
日 数 ・ 曜 日	利用日数: 週 5日 / 月 20日 利 用 日: 月・火・水・木・金・土・日・日 期					
利 用 内 容	親族等に 預けている場合	<p>【追加書類】身分証明書のコピー ※</p> <p>氏名: _____</p> <p>住所: _____</p> <p>連絡先: _____</p> <p>児童からみた続柄: 祖父 ・ 祖母 ・ 知人 ・ その他 ( )</p> <p>続柄が祖父母の場合: 同居 ・ 別居</p>				
	施設を 利用している場合 (該当するものに☑)	<p>【追加書類】 入所契約書(契約施設・契約者・契約期間・保育時間が分かるページ)のコピー ※一時預かり事業利用の場合には提出不要</p> <p>施設名: 〇〇保育園 (正規利用・一時預かり事業)</p> <p><input type="checkbox"/> 認定こども園(幼稚園機能: 1号認定)</p> <p><input type="checkbox"/> 認定こども園(保育園機能: 2号・3号認定) <input type="checkbox"/> 幼稚園 <input type="checkbox"/> 保育所</p> <p><input type="checkbox"/> 小規模保育事業 <input type="checkbox"/> 事業所内保育事業(従業員枠 <input type="checkbox"/> 地域枠)</p> <p><input type="checkbox"/> 認証保育所 <input type="checkbox"/> 企業主導型保育事業(従業員枠 <input type="checkbox"/> 地域枠)</p> <p><input checked="" type="checkbox"/> 認可外保育施設(認証保育所・事業所内保育事業以外)</p> <p><input type="checkbox"/> 児童発達支援施設</p>				
	同伴就労を している場合	<p>勤務先等名称: _____</p> <p>住所: _____</p> <p>連絡先: _____</p> <p>危険物の取扱いの有無: <input type="checkbox"/>有 <input type="checkbox"/>無</p>				

③Please write the period, time-slot, and days of childcare.

④Please only select the options which apply to the child care status of the applicant child.

• If you choose "Being Cared for by a Family Member", please attach a copy of the proof of identity of the person caring for the child.

※This only applies if the family member in question lives outside Hamamatsu.

• If you choose "Using a Childcare Facility", please attach a copy of your Enrollment Contract.

• If you choose "Accompanying to Work", please write the details of your workplace.

認可保育施設に在籍している場合

入所管理グループ TEL:053-457-2867



## Form 4: Certificate of Enrollment (Application Procedure)

様式④

在籍（入園予定）  
証明書

（あて先） 浜松市長

証明日 令和 5年 10月 1日

下記の事項を記入してください。

※1

①Have you written the Certificate Date?  
※If the Certification Date is 3 months prior or more to the Certificate Submission Date, it will be rendered invalid.

1.

利用施設	施設名	△△幼稚園	
保護者	氏名	浜松 太郎	
	住所	浜松市中区元城町 103-2 コーポハママツ 101号	
児童	在籍（入園予定）児童名	浜松 一郎	
	生年月日	平成 令和 30年 9月 8日	平成・令和 年 月 日
	在籍・利用（予定）期間	<input type="checkbox"/> 平成 令和 年 月 日 <input checked="" type="checkbox"/> 平成 令和 4年 4月 1日 <input checked="" type="checkbox"/> ~小学校就学前まで	<input type="checkbox"/> 平成・令和 年 月 日 <input type="checkbox"/> ~令和 年 月 日 <input type="checkbox"/> ~小学校就学前まで
	利用期間の更新の有無	<input type="checkbox"/> 有（ か月更新）・ <input checked="" type="checkbox"/> 無 <input type="checkbox"/> 有（ か月更新）・ <input type="checkbox"/> 無	

## 2. 幼稚園の情報 ※幼稚園

通常期間	開園時間 (預かり保育時間を含む)		
	開園日数	1ヵ月 約 20 日	
夏季休暇期	実施の有無 (☑をしてください)	夏季休暇期間の実施 <input checked="" type="checkbox"/> あり <input type="checkbox"/> なし	
	開園時間 (預かり保育時間を含む)	8時 30分 ~ 17時 30分 1日約 9 時間	
		40 日のうち約 30 日開園	

⑤Those enrolled in a kindergarten  
Have you correctly written the business hours of the kindergarten?

④If there have been any amendments to your usage period, have you written the details of those amendments?

「保育課」で受領  
ください。

書類のダウンロードは  
こちらから

【問い合わせ先】 浜松市役所 幼児教育・保育課

認可保育施設の申込みをする場合	保育相談センター
認可保育施設に在籍している場合	入所管理グループ

Copies are permitted if applying for siblings  
※Please ensure to attach the original to one of the siblings' applications and make the copies yourself.



## Application Submission

- ◆Once you have prepared all your documents for application, please arrange them in the order shown below and post them to your local Childcare Consultation Center (*hoiku sōdan senta*).
- ◆As your submitted documents will not be returned, we recommend you save and make copies of your documents.
- ◆We will not accept phone calls enquiring about if your application has arrived.  
If you wish to track your mail, please use special tracked mail services.

### Documents which prove the requirement for childcare

- Certificate of Employment
- Form 1: Declaration and Written Pledge
- Form 2: Medical Certificate

### Other required documents

Certificate of Employment (Mother/Father)

Form D: MyNumber - Application Form

Form C: Supplementary Application Form for Licensed Childcare Facility Usage ②

Form B: Supplementary Application Form for Licensed Childcare Facility Usage ①

Form A: Education and Childcare Benefits Certification and Usage Application Form

Questionnaire of Intent to Transfer Childcare Facilities  
※Only for those wishing to transfer

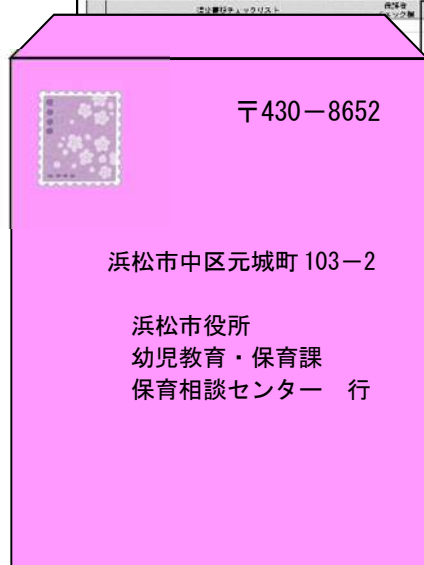
Checklist for Postal Applications

If you are submitting multiple other required documents, please arrange them in the following order.

1. Form 3: Childcare Status Report and a copy of your Enrollment Contract
2. Form 4: Enrollment Certificate
3. Tax documents such as your Certificate of Municipal Resident Taxation (or Tax Exemption) for FY2023
4. Copy of your Residence Card
5. Medical Certificate noting that a doctor or expert believes that the applicant child requires group childcare
6. Other

One form is required for each child in sibling applications.

However, for Form B: Supplementary Application Form①, Certificate of Employment, Medical Certificate, Enrollment Certificate, or tax-related documents such as your Certificate of Taxation (or Tax Exemption), copies are accepted permitting that the original is attached to one of the siblings' application.



Don't forget to stick on a postage stamp!



出世大名 家康くん

Stick on a stamp and you're ready to post!

※Please be aware that collection times may affect your post arriving by the deadline

**Make sure you put post your documents in the dedicated pink envelope!**  
(Sibling applications should be submitted together in one envelope)

Q & A

**Q Will I have better chances at enrollment if I submit my documents earlier?**

A As it is not conducted on a first-come, first-served basis, early submission of documents will have no effect on the enrollment outcome. We ask that you please gather the required documents, fill them out accurately, and submit them by the deadline.

**Q How should I submit the supplementary documents?**

A Please place the supplementary documents into the designated envelope and submit them by the deadline. For more details, please see "Application Submission" on page 52.

## 4. Applications from Outside Hamamatsu or to Facilities Outside Hamamatsu

Enquiries: Preschool Education and Childcare Division      Childcare Consultation Center      TEL:053-457-2833

### Those With Plans to Move to Hamamatsu by the Desired Month of Enrollment

#### Where to Submit: Hamamatsu City

##### Process

- ① Please contact the Childcare Consultation Center in advance.
- ② Please post all your application documents to the Childcare Consultation Center within the submission period. Please ensure to fill out the “Plan to Move In or Change Address” section on the reverse of Form A: Education and Childcare Benefits Certification and Usage Application Form.
- ③ Your Usage Criteria Points will be calculated based on the same criteria as residents of Hamamatsu City.
- ④ The results of the enrollment process will be posted to your home by the Preschool Education and Childcare Division. (Those with Enrollment Offers will be contacted by phone from May)
- ⑤ After completing the procedures for moving out of Hamamatsu, please contact the applicable supervisor at the Preschool Education and Childcare Division as are listed below:

Those who received Enrollment Offers: Please contact the Admissions Management Group (053-457-2867)

※Once you have received an enrollment offer, we ask that you complete your moving procedures by the 20<sup>th</sup> of the month prior to your month of enrollment. If you have not moved to Hamamatsu by that date, your enrollment will be revoked.

Those placed on hold: Please contact the Childcare Consultation Center

### Those Without Plans to Move to Hamamatsu by the Desired Month of Enrollment

#### Where to Submit: Your Local Municipality

##### Process

- ① Please contact your local municipality in advance.
- ② Please use the documents provided by your local municipality for all the application documents.
- ③ Please submit all the application documents to your local municipality.

Please check the below graph's reference page for more details on the application period.

Desired Enrollment Month	Reference Page
April 2024	8
From May 2024	10

As posting the documents from your local municipality to Hamamatsu City will require some time, please ensure to submit your application documents approximately 1 week prior to the deadline.

- ④ The calculation of Usage Criteria Points and checks of the application documents sent from your local municipality will be conducted by Hamamatsu City.

We may request additional documentation if your originally submitted application documents are not sufficient.

- ⑤ Your Usage Criteria Points and priority will be lower than that of Hamamatsu residents.
- ⑥ The results of the enrollment process will be delivered by your local municipality.

### Applying to Facilities Outside of Hamamatsu

#### Where to Submit: Hamamatsu City

##### Process

- ① Please check the submission deadline and required documents with the local government in whose jurisdiction your desired facility is located.
- ② Contact the Childcare Consultation Center to obtain all the required submission documents
- ③ Once you have prepared the required documents, please submit them to the Childcare Consultation Center approximately two weeks before the submission deadline specified by the local government in whose jurisdiction your desired facility is located.

※If you plan on moving out of Hamamatsu and it is possible for you to apply directly to the local government in whose jurisdiction your desired facility is located, then steps 2 and 3 are not required.

## 5. Selection

During the selection process, placements are offered in descending order of "Usage Criteria Points," which is the sum of their "Criteria Points" and "Adjustment Points," based on the "Licensed Childcare Facility Usage Criteria Chart" (pages 42–44), which was created taking into consideration the applicants' need for childcare. In the event of a tie in Usage Criteria Points with another applicant, the decision is made in order of priority, starting with the first priority level.

### Usage Criteria Point Calculation

Example: Selection for Nursery A (6 vacancies for 1 year olds)



...Offered Facility

Nursery A Order	Nursery A Decision	Enrollment Offer	Child	Points	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice	3 <sup>rd</sup> Choice	4 <sup>th</sup> Choice	5 <sup>th</sup> Choice	6 <sup>th</sup> Choice	7 <sup>th</sup> Choice
No.1	○	Nursery A	A	29	Nursery A	Nursery B	Nursery D	Nursery C	Nursery E	Nursery F	Nursery G
No.2	○ →Moved Up	Nursery B	B	27	Nursery C	Nursery G	Nursery B	Nursery A	Nursery D	Nursery E	
No.3	○	Nursery A	C	26	Nursery A	Nursery E	Nursery C				
No.4	○	Nursery A	D	25	Nursery A	Nursery D	Nursery B				
No.5	○	Nursery A	E	25	Nursery B	Nursery E	Nursery G	Nursery C	Nursery D	Nursery F	Nursery A
No.6	○	Nursery A	F	24	Nursery A	Nursery B					
No.7	× →○	Nursery A	G	23	Nursery A						
No.8	×	—	H	21	Nursery E	Nursery A	Nursery D	Nursery G	Nursery C	Nursery B	
No.9	×	Nursery F	I	19	Nursery D	Nursery G	Nursery C	Nursery B	Nursery A	Nursery F	Nursery G
No.10	×	—	J	18	Nursery A	Nursery E					

- Those who ranked “Nursery A” as their 1<sup>st</sup>-7<sup>th</sup> choice facility will be selected in the order of highest Usage Criteria Points.
- Those who ranked “Nursery A” as their 2<sup>nd</sup>-7<sup>th</sup> choice facility but have received an enrollment offer from “Nursery A” are those could not been offered a place at their first choice facility (child E).
- Those who have a ○ in the column for “Nursery A Decision” and received an enrollment offer from a facility that they ranked with a higher preference (child B), the ○ decision is carried forward to the next highest scorer and they receive the enrollment offer (child G).

# 令和6年度 認可保育施設 利用調整基準表（基準点）

## ＜基準点の考え方＞

- ・ 申込締切日までに提出された書類等により審査します。
- ・ 申込締切日までに必要添付書類が未提出の場合は、選考対象外とします。（受付できません。）
- ・ 同一の保護者が複数の類型に該当する場合は、高い点数を適用します。
- ・ 父母で基準点が異なる場合は、低い点数を適用します。
- ・ 父母の基準点が同点で、類型が異なる場合は優先段階2の順位を適用とします。
- ・ 転園の申し込みをする場合は、基準点に0.8を乗じた点数（小数点以下四捨五入）とします。

類型		番号	基準要件		基準点
A	居宅内外で労働することを常態としている				
	居宅内外労働 (就労内定等 含む)	1	外勤 居宅内外自営 農業等	月150時間以上の就労を常態	20
		2		月120時間以上の就労を常態	19
		3		月100時間以上の就労を常態	18
		4		月80時間以上の就労を常態	17
		5		月64時間以上の就労を常態	16
		6		内職	13
B	求職	7	求職活動により家庭保育が困難な場合		12
C	妊娠・出産 ※1	8	出産又は出産の準備・休養を要する期間 (ただし、出産予定月の前後2か月を含む計5か月以内とする)		14
D	疾病・負傷	9	1か月以上の入院又は入院見込みの場合		20
		10	居宅内療養 (1か月以上)	安静を要する自宅療養が必要と診断され日常生活に支障をきたしている場合	16
		11		上記以外で通院加療が必要な場合	14
E	障がい	12	身体障害者手帳1～2級、精神障害者保健福祉手帳1～2級、身体障害者手帳(聴覚障害等級2～3級)、療育手帳Aの交付を受けていて家庭保育が困難な場合		20
		13	身体障害者手帳3級、精神障害者保健福祉手帳3級、身体障害者手帳(聴覚障害等級4級)、療育手帳Bの交付を受けていて家庭保育が困難な場合		18
		14	身体障害者手帳4級の交付を受けていて家庭保育が困難な場合		16
F	親族の 介護・看護	15	身体障害者手帳1～2級、療育手帳A、要介護5～4の親族の常時介護・看護又は施設通所の付添いにより家庭保育が困難な場合		18
		16	身体障害者手帳3級、療育手帳B、要介護3～2の親族の常時介護・看護又は施設通所の付添いにより家庭保育が困難な場合		17
		17	上記以外の親族の常時介護・看護又は施設通所の付添いにより家庭保育が困難な場合		15
G	災害	18	震災、風水害、火災その他の災害により自宅や近隣の復旧にあたっている場合		20
H	就学 (就学内定含む)	19	就職に必要な技能習得のために、職業訓練学校、専門学校、大学等に通っている(通信含む)場合 ※2		18
I	不存在	20	死亡、行方不明、拘禁等のため不存在の場合		20
J	児童虐待・DV	21	児童虐待・DVが行われている又は再び行われるおそれがあると認められる場合		20
K	その他	22	児童福祉の観点から、市長が特に保育の必要性が高いと判断した場合		20
L	希望する保育施設に上の子が在園中に下の子を出産				
	在園児下の子 (優先入園) ※3	23	下の子の育児休業を取得し、育児休業の該当児童である下の子が1歳6か月になる日の当月までに育児休業を終了して復職するため、復職・入園申込をする場合		特
		24	育児休業の制度がない職場等で、育児休業の該当児童になり得る下の子が生後6か月になる日の翌月までに復職するため、入園申込をする場合		
		25	2歳児までを預かる事業所内保育事業(認可)の従業員枠又は院内・事業所内保育施設(認可外)に在籍している下の子が、受託年齢満了(卒園)により入園申込をする場合		

※1 基本的には一時預かり事業（一時保育）での対応を優先しています。

※2 研修医の場合は、類型A「居宅内外労働」と同じ扱いとなります。

※3 在園児の住所地が浜松市内の場合に限ります。

## 認可保育施設 利用調整基準表（調整点）

### ＜調整点の考え方＞

- ・番号の1から21までに該当する調整要件を調整点として、基準点に加点・減点します。
- ・同番号内に複数の調整要件がある場合は、該当する調整要件のいずれかひとつを適用します。

番号	調整要件		調整点	備考
1	世帯の状況	児童相談所から保育の必要性を求める通知を受けた児童であって、保育の必要性が特に必要であると認められる場合	3	
		家庭児童相談室から保育の必要性を求める通知を受けた児童であって、保育の必要性が特に必要であると認められる場合	2	
		生活保護世帯の場合	2	
2	ひとり親世帯の状況	親族等が同地番（2世帯住宅含む）に居ない場合	5	
		親族等が同地番（2世帯住宅含む）に居る場合	3	
3	父母のどちらかの1か月間の就労日数	月20日以上の上就労	3	※1
		月16日以上20日未満の上就労	2	
		月12日以上16日未満の上就労	1	
4	父母のどちらかが単身赴任	国外	2	※2
		国内	1	
5	基準点が「就学」で、通信制大学・通信教育（スクーリング必須）の学生の場合		-5	
6	市内の保育施設又は幼稚園に就労する場合（保育士・保育教諭・幼稚園教諭・園務員等）		4	※3
7	父母のどちらかが「身体障害者手帳3級以上」、「精神障害者保健福祉手帳3級以上」、「身体障害者手帳（聴覚障害等級4級以上）」、「療育手帳A・B」の交付を受けている場合		2	※4
8	同地番（2世帯住宅含む）の親族内に「身体障害者手帳3級以上」、「精神障害者保健福祉手帳3級以上」、「身体障害者手帳（聴覚障害等級4級以上）」、「療育手帳A・B」の所持者がいて、父母のどちらかが日常的に介護・看護や入院・通院・通所の付添いを行っている場合又は同地番（2世帯住宅含む）の親族内に「要介護2以上」の認定者がいて、父母のどちらかが日常的に介護・看護や入院・通院・通所の付添いを行っている場合		2	※5
9	申込児童が、「身体障害者手帳3級以上」、「精神障害者保健福祉手帳3級以上」、「身体障害者手帳（聴覚障害等級4級以上）」、「療育手帳A・B」の交付を受けている場合		2	※6
10	申込児童が集団保育の必要があると医師や専門家の所見がある場合		2	※7
11	申込児童の保育状況	保育施設に入れないことを理由に、浜松市外の親族に預けている場合	1	※8
		認証保育所、認可外保育施設（院内・事業所内保育施設を除く）、企業主導型保育事業（地域枠）に預けていることを常態としている場合（市外施設を含む）	2	※9
		2歳児までを預かる事業所内保育事業（認可）の従業員枠又は院内・事業所内保育施設（認可外）又は企業主導型保育事業（従業員枠）に預けていることを常態とし、受託年齢満了（卒園）により入園申込をする場合（市外施設を含む）	2	
		事業所内保育事業（認可）の従業員枠又は院内・事業所内保育施設（認可外）又は企業主導型保育事業（従業員枠）に預けていることを常態としている場合（市外施設を含む）	1	
		認定こども園（幼稚園機能）に在籍しており、同一施設の保育所機能のみへ入園申込をする場合	2	※10
		保護者が危険なもの（通常、家庭には存在しない危険物）を扱う業種に従事しているが、他に児童を保育する者がなくやむを得ず職場に連れて行く場合	1	
12	同一世帯における同時申込児童数	3人以上（多胎児含む）	2	
		2人（多胎児含む）	1	
13	下の子の出産（又は育児休業取得）時に一度退園した児童を再入園させる場合		7	※11
14	申込児童以外のきょうだいが、「身体障害者手帳3級以上」、「精神障害者保健福祉手帳3級以上」、「聴覚障害者手帳4級以上」、「療育手帳A・B」の交付を受けている場合		2	※6
15	申込児童以外のきょうだいが、申込希望先の保育施設以外の幼稚園に通っている又は通わせる場合		-1	※12
16	きょうだいを同時期に入園申込しない	申込児童以外のきょうだいを同地番（2世帯住宅含む）の親族等に預ける場合	-3	
		申込児童以外のきょうだいを上記以外の親族等に預ける場合	-2	
17	入園申込を継続しているにもかかわらず、希望月から6か月以上にわたって待機中の場合（6か月毎に1点加算、最長2年とする）		2～5	※13
18	育児休業を取得して復職する場合		3	※14
19	正当な理由なく希望する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（同一年度内の入園申込期間中に限る）		-7	
20	申込児童の住所地が浜松市外の場合（転入予定者を除く）		-10	
21	希望する保育施設に入所できない時に育児休業の延長も許容できる場合、利用調整基準点を0点とする			※15



# 《調整点の備考》

- ※1 父母のどちらも基準点の類型が「A 居宅内外労働」に該当する場合は、就労日数の少ない方の就労日数を適用します。
- ※2 祖父母が同地番（2世帯住宅含む）に居ない場合が条件となります。
- ※3 待機児童対策及び継続的な教育・保育環境を確保するため、保育施設及び幼稚園職員確保のため行います。「就労証明書」の記載内容により勤務の事実が確認できる場合に適用とします。ただし、転園の申込みをする場合は適用しません。
- ※4 「障害者手帳等証明資料の写し」が提出されていることが条件となります。
- ※5 父母のどちらも基準点の類型が「F 親族の介護・看護」以外の場合で、「障害者手帳等証明資料の写し」及び「申立書」が提出されていることが条件となります。ただし、申込児童又は父母は適用しません。
- ※6 「障害者手帳等証明資料の写し」が提出されていることが条件となります。
- ※7 「診断書」又は「意見書」が提出されていることが条件となります。
- ※8 「保育状況申告書」及び「現在保育を行っている方の身分証明書の写し（住所地在分かるもの）」が提出されていることが条件となります。ただし、育児休業中の場合は適用しません。
- ※9 認証保育所、認可外保育施設、事業所内保育事業、企業主導型保育事業に預けている方は、「保育状況申告書」及び「入所契約書の写し」又は「在籍（入園予定）証明書」が提出されていることが条件となります。「入所契約書の写し」が無い場合は、当該施設を利用していることが分かる書類の提出が必要となります。ただし、育児休業中の場合は適用しません。
- ※10 在籍している認定こども園の保育所機能のみを希望する場合に適用します。複数の保育施設を希望する場合は適用しません。また、入園希望月の前月1日時点で当該認定こども園（幼稚園機能）に在籍していることが条件となります。ただし、4月1日の入園希望者に限り、前年11月1日時点で認定こども園（幼稚園機能）に在籍していることが条件となります。
- ※11 退園した児童及び出産（又は育児休業取得）時の該当児童が適用となります。
- ※12 「在籍（入園予定）証明書」が提出され、当該幼稚園の長期休暇中の開園が確認できる場合は適用しません。
- ※13 「就労証明書等」がすべて提出されている場合に適用します。ただし、育児休業、求職、就労内定の期間中は適用しません。
- ※14 復職月に入園申込みすることが条件となります。ただし、4月1日の入園希望者に限り、前年11月～同年3月中に復職するため、入園申込みする場合は適用します。調整点番号11「申込児童の保育状況」にも該当する場合は、調整点番号18「育児休業を取得して復職する場合」のみ適用となります。ただし、保育を必要とする事由が「妊娠・出産」の場合は適用しません。
- ※15 「保育施設利用申込補助票①」において、【育児休業延長希望】を選択した場合に適用します。

# 《認可保育施設利用調整基準表の考え方》

- ・「基準点」と「調整点」を合算した「利用調整基準点」が高い順に入園内定を行います。
- ・「利用調整基準点」が同一点数の場合、以下の優先段階により第1段階から順に判断します。

優先段階	内 容
第1段階	基準点の高い世帯
第2段階	基準点が同点の場合は下記順位を適用 ①災害 ②不存在 ③児童虐待・DV ④疾病・負傷 ⑤障がい ⑥居宅内外労働 ⑦親族の介護・看護 ⑧就学 ⑨求職 ⑩妊娠・出産
第3段階	ひとり親家庭 （親族等が同地番（2世帯住宅含む）に居る場合より居ない場合を優先）
第4段階	養育している小学校3年生以下の子どもの人数が多い世帯
第5段階	利用者負担の階層低位順（当該年度の4月から8月分） （階層が同一の場合は算定市民税額の低い順）
第6段階	希望する保育施設の希望順位が高位順
第7段階	家庭状況を総合的に考慮した結果、より保育の必要性があると認められる申込児童

## Applications to Extend Childcare Leave

Applications which chose ① Enrollment, are prioritized over those who chose ② Extension of Childcare Leave. If you do not wish to enroll in childcare, but rather wish to extend your childcare leave, please check the box labelled ② Extension of Childcare Leave on “Form B: Supplementary Application Form for Childcare Facility Usage ①”. By opting for option ②, your Usage Criteria Points will be reduced to 0. This will signify your request for lower priority in the selection process, but does not guarantee that your placement will be put on hold, and consequently you may still receive an enrollment offer. If you would like to amend your selection in the middle of the fiscal year, please submit a "Notification of Change in Enrollment Priority due to Extension of Childcare Leave" within the for supplementary documents submission period (see page 13 for details).

**Rejecting an offer** If you reject an offer from a childcare facility, you will not be issued with a Notification of Pending Enrollment Application as proof that you the offer was not realized. To obtain required proof that your child is not enrolled at a childcare facility, we will provide a Certificate of Waitlisted Enrollment. Please see page 48 for more details on the procedure for issuing this document.

Form B: Supplementary Application Form for Childcare Facility Usage ① (Excerpt)

【現在、育児休業中の方のみご記入ください】利用調整の取り扱いについて、希望する選択肢に☑を付けてください

☒ ① **【入園希望】** 認可保育施設に入園できた場合、直ちに復職を希望する  
(利用調整において通常通りの順位付けとなることを希望する)

☐ ② **【育児休業延長希望】** 希望する認可保育施設に入園できない場合は、育児休業の延長もできる  
(利用調整基準点が0点となりますが、保留を確約するものではありません)

※上記の選択を変更する場合には追加書類提出期間内に「育児休業の延長に伴う入園選考順位に関する変更届」の提出が必要となります

(Example)

Month of selection	Application Contents	Points upon Application
April, 1 <sup>st</sup> Round of Selection	Select “② Extension of Childcare Leave” and submit your application form	0 points
April, 2 <sup>nd</sup> Round of Selection		
May Selection		
June Selection	Submit a “Notification of Change in Enrollment Priority due to Extension of Childcare Leave” and change your selection to “① Enrollment” within the June supplementary document submission period	26 points (The total of 'criteria points' and 'adjustment points' according to your household's situation).
July Selection		

保育様式

育児休業の延長に伴う入園選考順位に関する変更届

(おてあ) 氏和市街

令和 4 年 5 月 5 日

(保護者) 住所 東京都中央区千代田 1-2-2

〒100-0001 千代田 1-2-2

氏名 氏和 太郎

以下の児童の入園選考について、次のとおり取り扱いたい変更を希望します。

変更事項

希望事項

①【入園希望】 保育施設に入園できた場合、直ちに復職を希望する

・保育施設に入園が決まり次第、利用開始月までに復職していただきます。

・決断の入園選考より、最速の順位で選考を行います。

②【育児休業延長希望】 希望する保育施設に入園できない場合は、育児休業の延長も可能です。

・利用調整（選考）において利用調整基準点が0点となります。

・この申込は選考での優先順位を上げることに對する希望であり、選考の結果が不承諾になることを確約するものではありません。

※変更したい申込みをされている場合には、きょうだい別に入園選考を繰り返してください

## Certificate of Waitlisted Enrollment Application and Notification of Pending Enrollment

If your enrollment applications were unsuccessful, we will send a Notification of Pending Enrollment to you, but only in the first month of application (twice for April applications: in the 1<sup>st</sup> and 2<sup>nd</sup> round.) If you require subsequent proof that your enrollment applications were unsuccessful, we can issue you a Certificate of Waitlisted Enrollment. Please see page 48 for more details on the procedure for issuing this document.

## 6. Procedures After Application (Waitlist)

### Moving Out of Hamamatsu

If you move out of the city, you cannot continue your application. Please fill in Form 4: Education and Childcare Benefits Certification Application Withdrawal Form and post it to the Childcare Consultation Centre with your Childcare Grant Approval Certificate enclosed.

### Changing the Details of Your Application

If you were unable to prepare and submit the required documents by the application deadline, or your situation has changed since you applied, please prepare the required supplementary documents listed in the table below. Once completed, put them into the dedicated envelope and send by post to the Childcare Consultation Center by the supplementary document submission deadline (postmarks on the day of the deadline are accepted).

For further details on document submission, please see page 52. Selection will be based on the documents submitted within the supplementary document submission period.

Status		Required Process and Documents
Changes to Employment Status	Changes to workplace, working hours, or amount of days worked	Certificate of Employment
	A parent has moved away for work	
Changes to Childcare Status for the Applicant Child	Started using one of the below facilities: City-approved Nursery, Unlicensed Childcare Facility, Corporate Childcare Service (for staff), or a Company-led Childcare Service	Form 3: Childcare Status Report + a copy of your Enrollment Contract or Form 4: Enrollment Certificate
	Relative has started caring for the child	Form 3: Childcare Status Report, + (if the relative lives outside Hamamatsu) Copy of the relative's proof of identity (with their address visible)
	Guardian has started taking the child to work	Form 3: Childcare Status Report
	Started using a Certified Early Childhood Education and Care Facility (Kindergarten Service) or kindergarten	Please contact the <u>Childcare Consultation Center</u> (053-457-2833)
Childcare Leave	Extended Childcare Leave	Form 5: Certificate of Childcare Leave
	Shortened Childcare Leave and returned to work	
	Applying for enrollment for a child due to be born (only for April enrollments) and starting Childcare Leave after	
	Preference changed from ① Enrollment to ② Extension of Childcare Leave	Notification of Change in Enrollment Priority due to Extension of Childcare Leave
	Preference changed from ② Extension of Childcare Leave to ① Enrollment	
Other	Registered member of the same household was issued a Physical Disability Handbook or Medical Rehabilitation Handbook	Disability handbook or Medical Rehabilitation Handbook (a copy of the page showing the person's name, disability rank, and handbook validity)
	Where pregnancy is confirmed	Copy of Maternal and Child Handbook (copy of front page and page showing due date)
	Started receiving Public Assistance	Copy of Public Assistance Certificate
	Prepared and have to hand all tax documentation	2024 Certificate of Tax Exemption (Please see page 20)
	Child requires group childcare according to doctor or expert opinion	Medical Certificate or Doctor Opinion (any format)
	Wanting to change preferred childcare facility/ sibling classification	Please see page 67

## Procedures for Amending Education and Childcare Benefits Certification

If there is a change in the content of your Education and Childcare Benefits Certification during the application period, please send the Form 6: Application for Changes to Education and Childcare Benefits Certification together with your Childcare Benefit Approval Certificate (showing the content before amendments) and the following required documents below in the dedicated envelope to the Childcare Consultation Centre by the deadline shown in the table below (the envelope must be postmarked by the closing date). For further details on document submission, please see page 52.

If you have applied for more than one fiscal year, please make sure to indicate on the envelope or on the outside of documents column for which application the changes should be applied.

Amended Details		Required Documents
Grounds for Requiring Childcare	The reason for requiring childcare has changed, such as: “I was job-hunting but now I have found a job” “I quit my job and am now job-hunting”	A document to prove the new reason why you need childcare (Please see page 16)
Change in standard/reduced childcare hours	I want to change my standard / reduced hour’s childcare certification as my working hours or days have changed.	Certificate of Employment
Household Situation	Changes in relationship status such as divorce or living apart (separate Certificate of Residences)	N/A
	Began Divorce Proceedings/ have started living apart (with a different resident certificates)	Documents from the courthouse proving you are currently in divorce mediation
	Marriage or adoption	Documents which prove the requirement of childcare for the new additions to the household. (e.g. Certificate of Employment) (Please see page 16)

### «Deadline for Amendments to Education and Childcare Benefits Certification Whilst on the Waitlist»

Month when the change is applied	Deadline for apply for amendments
<b>May 2024</b>	<b>April 5, 2024 (Fri)</b>
<b>June 2024</b>	<b>May 7, 2024 (Tue)</b>
<b>July 2024</b>	<b>June 5, 2024 (Wed)</b>
<b>August 2024</b>	<b>July 5, 2024 (Fri)</b>
<b>September 2024</b>	<b>August 5, 2024 (Mon)</b>
<b>October 2024</b>	<b>September 5, 2024 (Thu)</b>
<b>November 2024</b>	<b>October 4, 2024 (Fri)</b>
<b>December 2024</b>	<b>November 5, 2024 (Tue)</b>
<b>January 2025</b>	<b>December 5, 2024 (Thu)</b>
<b>February 2025</b>	<b>January 8, 2025 (Wed)</b>
<b>March 2025</b>	<b>February 5, 2025 (Wed)</b>

Please find the dedicated envelope and documents here



## Other Procedures

### ●Changing Preferred Childcare Facility/Sibling Classification

Each applicant may change his/her preferred preschool and sibling classification only during the preferred month of admission. Please see page 13 for further details.

### ●Reissuing a Childcare Benefit Approval Certificate

If you have lost your Childcare Benefit Approval Certificate and need it reissued, please fill out Form 8: Application for Reissuance of Childcare Benefit Approval Certificate and send it to the Childcare Consultation Center. Form 8: Application for Reissuance of Childcare Benefit Approval Certificate can be downloaded from the Hamamatsu Child Rearing Website Pippi. Once your application has been received, we will mail the Childcare Benefit Approval Certificate to you.

### ●Issuing a Certificate of Waitlisted Enrollment

If you require proof that your application has been waitlisted from the month following your preferred month of usage, we can issue you a Certificate of Waitlisted Enrollment. If you require said certificate, please fill out the Request for a Certificate of Waitlisted Enrollment Application that was enclosed with your Notification of Pending Enrollment and mail it to the Preschool Education and Childcare Division. You can also download the Request for a Certificate of Waitlisted Enrollment from the Hamamatsu Childrearing Website Pippi. Once your request has been received, we will mail the Certificate of Waitlisted Enrollment to you.

### ●Application is no Longer Required

If you no longer require childcare, and as such no longer require the usage of childcare facilities, please fill out Form 4: Cancellation of Application for Certified Education and Childcare Benefits that was enclosed with your Notification of Pending Enrollment and mail it to the Preschool Education and Childcare Division. . You can also download the Form 4: Cancellation of Application for Certified Education and Childcare Benefits from the Hamamatsu Childrearing Website Pippi.

For further details on document submission, please see page 52.

#### (Postal Address)

〒430—8652

Hamamatsu City Hall, Main Building

2<sup>nd</sup> floor

Motoshiro-cho 103- 2, Naka-ku,

Hamamatsu City

Preschool Education and Childcare  
Division, Childcare Consultation Center

## 7. Enrollment Offers and After Entering Childcare

Enquiries: Preschool Education and Childcare Division - Facility Invoicing and Settlement Group TEL:053-457-282

### Gradual Entry to Childcare (Settling-in Period)

Many childcare facilities/nurseries employ gradual entry to childcare to help children get used to group childcare. Please consult with childcare facility about their system when visiting or at the interview stage. Where enrolling a child to a Licensed Childcare Facility while on Childcare Leave, please ensure to return to work within the month of Enrollment.

If there are changes to your Childcare Leave following submitting your application, please have your workplace to fill out Form 5: Certificate of Childcare Leave, confirm that the amended leave period column (return to work during the month of enrollment) is filled out, and mail the form to the Preschool Education and Childcare Division, by the end of the month prior to the month of enrollment. For further details on document submission, please see page 52.

Form 5: Certificate of Childcare Leave (Excerpt) Example: in the case of April 2024 Enrollment

育 児 休 業 に つ い て	対象の子ども ※2	氏 名	浜松 二郎
		生年月日	令和 5年 5月 5日
	取得期間	令和 5年 7月 1日 から 令和 6年 5月 4日 まで	
	変更後取得期間	令和 5年 7月 1日 から 令和 6年 4月 20日 まで	
	延長の可否	<input type="checkbox"/> 可 <input type="checkbox"/> 否	
	延長可の場合	「保育施設入園保留通知」または「保育施設入園待機証明書」が必要ですか※3 (該当するものに☑をしてください) <input type="checkbox"/> 必要 <input type="checkbox"/> 不要	

### Cases Warranting Revoked Enrollment

#### ① Moving Out of Hamamatsu

If you move out of the city following enrollment, you will have to leave the Licensed Childcare Facility you are currently at the end of the month of the day you move out. If you wish to continue using the facility, then you will be required to submit an Education and Childcare Benefits Certification and Usage Application Form to your new local municipality. As your usage of the facility will need to be reassessed, you may be unable to continue using that facility.

※If you are no longer a Hamamatsu Citizen on the 1st of the month, you will lose usage rights from then on.

#### ② Not attending the facility for one month (for two months if returning to your hometown to give birth)

#### ③ Certification period for job-hunting expires

### Procedure for leaving Childcare

To leave childcare, you must contact the childcare facility by the 10th of the month you wish to leave the facility and submit a Notice of Withdrawal.

### Changing Facilities

If you wish to change facilities, you will need to be reassessed (selected), and so you will need to reapply from scratch, as new applicants do. Please gather the required documents for application and post them all to the Childcare Consultation Center by the submission deadline (page 13). First-time applicants will be prioritized in the selection and adjustment process. Please note that after changing facilities, you will not be able to return to the facility you used previously.

### Using Licensed Childcare Facilities During Childcare Leave

If you have recently given birth, it is possible to use a childcare facility for your older child whilst on Childcare Leave for the younger child. However, please submit “(Form 5) Certificate of Childcare Leave to the Admission Management Group when you start Childcare Leave”.

## Amending Education and Childcare Benefits Certification

If there is a change (or you wish to make a change) to the content of your Education and Childcare Benefits Certification after Enrollment, please send the “Form 6: Application for Changes to Education and Childcare Benefits Certification” together with your Childcare Benefit Approval Certificate (showing the content before amendments) and the following required documents below in the dedicated envelope to the Childcare Consultation Centre by the deadline shown in the table below (the envelope must be postmarked by the closing date). For further details on document submission, please see page 52.

Amended Details		Required Documents
Grounds for Requiring Childcare	The reason for requiring childcare has changed, such as: “I was job-hunting but now I have found a job” “I quit my job and am now job-hunting”	A document to prove the new reason why you need childcare (Please see page 12)
Change in standard/reduced childcare hours	I want to change my standard / reduced hour’s childcare certification as my working hours or days have changed.	Certificate of Employment
Household Situation	Changes in relationship status such as divorce or living apart (separate Certificate of Residences)	N/A
	Began Divorce Proceedings/ have started living apart (with a different resident certificates)	Documents from the courthouse proving you are currently in divorce mediation
	Marriage or adoption	Documents which prove the requirement of childcare for the new additions to the household. (e.g. Certificate of Employment) (Please see page 16)

### 《Deadline for Amendments to Education and Childcare Benefits Certification After an Offer/Enrollment》

Month when the change is applied	Deadline for apply for amendments
April 2024	2024 March 12(Tue)
May 2024	April 12(Fri)
June 2024	May 13(Fri)
July 2024	June 12(Wed)
August 2024	July 12(Fri)
September 2024	August 13(Tue)
October 2024	September 12(Thurs.)
November 2024	October 15(Tue)
December 2024	November 12(Tue)
January 2025	December 12(Thurs.)
February 2025	2025 January 14(Tue)
March 2025	February 12(Wed)

Please find the dedicated envelope and documents here.



Example: Submitted an application for change from Reduced Childcare Hours to Standard Childcare Hours on May 13<sup>th</sup> 2024  
→ Change to Standard Childcare Hours in June.  
Submitted an application for change from Reduced Childcare Hours to Standard Childcare Hours on May 14<sup>th</sup> 2024  
→ Change to Standard Childcare Hours in July.

## Prioritisation for Childcare of Siblings

**What is the Prioritisation of Siblings?** If an older sibling is currently attending childcare and has a younger sibling born, then the younger sibling will generally be prioritised for entry to the same facility as their sibling.

- Those who have a childcare leave system

In Hamamatsu Childcare facilities, the attendance of childcare by the older child during the younger child's childcare leave period is accepted. Similarly, the facility the older child attends will prioritise the younger child, until they turn 1 year and 6 months old. If an application for the younger child to a childcare facility is made after they turn 1 year and 6 months, their application will be treated as a regular application.

- Those who do **not** have a childcare leave system

If you are an employee whose workplace does not offer a childcare leave system and you return to work and apply entry to childcare by the child is seven months old, you will be prioritised for entry to childcare. Similarly, if the parent does not return to work or send their newborn child to childcare by this period, any currently enrolled older children will become unable to continue attending childcare.

- Those enrolled in a childcare facilities that is recognized by the city as only caring for children up to 2 years old

If a younger child enrolled in a licensed corporate nursery service (employee quota), unlicensed hospital or corporate nursery facility that is recognized by the city as a facility caring for children up to 2 years old, the younger child when they no longer meet the age requirement(graduation) and to be enrolled in the same facility as the older child.

※ For the regional childcare services, priority admission is given to the younger child only when there is a vacancy in the facility.

※ In the case of 3 siblings, where two of the siblings are attending different childcare facilities, the 3rd child will receive priority to attend the same facility as the 2nd child.

※ Applications for the younger child's application will be given to you directly by the facility and should be submitted directly to the childcare facility.

※ If the younger child enrolls in a childcare facility after the age of 1 year but until the age of 1 year and 6 months, a "Notification of Pending Enrollment" or "Certificate of Waitlisted Enrollment", which is necessary to obtain or extend Childcare Leave Benefits, will not be issued in principle. Please check with your employer in advance whether you can obtain or extend Childcare Leave without a "Notification of Pending Enrollment".



## 8. Submitting your Application

When submitting your documents, please use the following dedicated envelope, enclose your documents and send the contents by post to the Preschool Education and Childcare Division.

- Making the dedicated envelope

- Download and print off the dedicated envelope from Hamamatsu Childrearing Website Pippi.

② Fold

③ Fold and Glue

① Fold

⑤ Fold + Seal

④ Cut Here

⑥ Cut Here

⑦ Cut Here

⑧ Cut Here

⑨ Cut Here

⑩ Cut Here

⑪ Cut Here

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- Follow the instructions to make the envelope.

※ If using a regular envelope, you must write out all the details as on the dedicated envelope as shown below.

〒430-8652  
Hamamatsu-shi Naka-ku Motoshiro-cho 103-2

Hamamatsu City Hall  
Preschool Education and Childcare Division

☐ Received an Offer/attending a Certified Nursery (入所管理グループ 行)

☐ Applying for a Certified Nursery (入所調整グループ 行)

[Applicant]

Address

Name

Tick correct year  
☐ 2022 FY  
☐ 2023 FY

- Put a tick in either “Offer/Attending Childcare Facility” or “Currently Applying”, fill in the senders details and place a stamp.

Registered Post Cost (Reference)  
Under 25 g = 84 yen  
Under 50 g = 94 yen  
※As of July 1<sup>st</sup> 2023

Hamamatsu-shi Naka-ku Motoshiro-cho 103-2

Hamamatsu City Hall  
Preschool Education and Childcare Division

☐ Received an Offer/attending a Certified Nursery (入所管理グループ 行)

☐ Applying for a Certified Nursery (入所調整グループ 行)

[Applicant]

Address

Name

Tick correct year  
☐ 2022 FY  
☐ 2023 FY

- Send off in the post (Envelopes with postmark deadline valid)

※Be careful of collection times on the deadline day

〒430-8652  
Hamamatsu-shi Naka-ku Motoshiro-cho 103-2

Hamamatsu City Hall  
Preschool Education and Childcare Division

☐ Received an Offer/attending a Certified Nursery (入所管理グループ 行)

☐ Applying for a Certified Nursery (入所調整グループ 行)

[Applicant]

Address

Name

Tick correct year  
☐ 2022 FY  
☐ 2023 FY



## **9. Childcare Fees (Age 0-2 Class) and Snack Fee Exemption (Age 3-5 Class)**

Enquiries: Preschool Education and Childcare Division, Entry Management Group; TEL:053-457-2867

## Childcare Fees

The operating costs of childcare facilities are funded are covered by public funds from the national, prefectural and municipal governments and by user fees charged to guardians in accordance with their municipal resident income tax (to cover expenses such as nursery teacher personnel costs).

The childcare fees are set within certain parameters by defined by the state, which the city then chooses. In order to reduce the burden on parents, Hamamatsu City sets the childcare fees lower than the upper childcare fees set by the national government. However, in order for childcare facilities to improve the level of care for children and enhance the content the nursery can offer certain fees are required (See page56 for a list of childcare fees).

※The childcare fee does not include any childcare extension fees. Other separate fees may be charged by the facility (e.g. Education Fees, uniform, P.E. clothes, food for children aged 3 and above, and snack fees.)

### Decision of Childcare Fees ▪ Exemptions from Snack Fee

The decisions for childcare fees and Exemption from Snack fees are based upon the amount of municipal tax the child's caregiver pays in one fiscal year (the prior fiscal year to attendance), the type of education/childcare authorisation certificate they have, and the number of siblings they have. Furthermore, if a caregiver (mother or father) has income which falls below the standard amount, the amount of income that a grandparent living with the family can also be used to decide the rate of the fees.

Municipal Income Tax (From which usage fee calculation, snack fee exemption are decided) ※Those eligible only

$$= \boxed{\text{Municipal Income Tax (before deductions)}} - \boxed{\text{Adjusted Deductions}} - \boxed{\text{Adjusted Tax Measures}}$$

Donation, special housing loan, dividend etc. deductions are not reflected in the calculation of usage fees

年度 給与所得等に係る市民税・県民税 特別徴収税額の決定・変更通知書(納税義務者用)

所得	給与収入	主たる給与以外の合計所得区分	国民年金 厚生年金 労務者 国民年金 厚生年金 労務者	健康保険 国民年金 厚生年金 労務者	国民年金 厚生年金 労務者	健康保険 国民年金 厚生年金 労務者	健康保険 国民年金 厚生年金 労務者	健康保険 国民年金 厚生年金 労務者	税 目 別 税 額	市 民 税 額	県 民 税 額	特 別 徴 収 税 額
	給与所得	所得区分	税 率	税 率	税 率	税 率	税 率	税 率				
所得	その他の所得計	所得区分	税 率	税 率	税 率	税 率	税 率	税 率	税 率	税 率	税 率	税 率
(摘要)												

★Multiply Gross Income ③ by 0.06 to find an estimate for childcare fees based on Municipal Income Tax (Exc. Deductions) ※If your income has separate taxation, the calculation will be different.

## Changeover for Municipal Tax Fiscal Year

Childcare fees for April to August are calculated on the amount of tax paid in the previous tax fiscal year. Fees for

Period Affected	2024FY									2025FY		
	April	May	June	July	August	September	October	November	December	January	February	March
Municipal Tax Fiscal Year	2023FY					2024FY						

September onward are calculated from that year's Municipal Income Tax. The amount you pay may change in the year.

\* In the 2024FY, Children in the age 2 class group (born between April 2, 2021 and April 1, 2022) approaching their 3<sup>rd</sup> birthday will be required to change from Type 3 to Type 2 Certification midway through the year. However, childcare fees for Type 3 Certification will still apply for 2024FY (until March 2025).

## Changes to Childcare Fees ・ Snack Fee Exemptions

If there was a revision or correction to your Municipal Income Tax which was the basis for calculation, this will affect your Childcare Fees. In the event of a change, the additional fees will be collected or rebated respectively from the start month of the applicable period (However, this is only applicable in the event of revision or correction to the Municipal Income Tax in the same fiscal year).

※In the case of marriage, divorce, or change to the family structure, Childcare Fees will also be affected.

## Reduction of Childcare Fees for those with Multiple Children

Snack fees for caregivers with multiple children are calculated based on municipal resident income tax and the amount of (eligible and counted) children that they have. The system for counting children is shown below.

### Households that pay over 57,700 yen in Municipal Resident Income Tax (77,101 yen & over for single parent households)

If you have more than 2 children that are under elementary schooling age, then the eldest will be counted as your 1st, second eldest as your 2nd and so on.



※If the eldest child becomes an Elementary 1st Grader, then the 2nd oldest will now be counted as the 1st.

※If you have a child that is of pre-school age attending one of the facilities below, you are eligible for childcare fees subsidy if you submit documentation to prove this. The subsidy will be applied the month following this documentation being received.

(You will not be eligible for certification without submitting said documentation)

- If you do not wish to apply to a conventional private kindergarten under the “Comprehensive Support System for Children and Child-rearing”
- Special needs school kindergarten division, Child Development Support Facility, Home Visit Style Child Development Support Facility, Company-led Childcare Service

(If unsure whether your childcare facility is eligible, please contact the Preschool Education and Childcare Division)

- Documents to be submitted...Form 4: Certificate of Enrollment

(Documents are available to download from the Hamamatsu Childrearing Website Pippi)

※If you are using a kindergarten or an Early Childhood Education and Care Facility (Kindergarten Service) for children of 2 years of age you are not eligible for subsidy of sibling childcare fees.

### Households that pay under 57,700 yen in Municipal Income Tax (77,101 yen and under for single parent households)

If you have more than 2 children on one budget (※), regardless of age, the eldest shall be considered the 1<sup>st</sup> child, the 2<sup>nd</sup> eldest will be considered the 2<sup>nd</sup>.



※On one household budget:

Living together is not necessarily a requirement to be classified under the one household budget. For example, children that live apart from their guardians due to work, education, or medical treatment but regularly live with their guardian in their spare time or regularly receive remittances for things such as living expenses, education or medical expenses from their guardian are treated as living on the one household budget. If the child lives in the same house as the guardian, they will be treated as one household budget, unless there is clear proof of the contrary.

**N.B.** If the next points are applicable to you, please contact the Preschool Education and Childcare Division

- The child's sibling is living apart from you due to work, school or to receive medical treatment.

## Free Preschool Education and Childcare (Class Groups of Ages 3-5) ※Excludes Type 1 Certificate Users

**Childcare Fees:** Fees for class groups of ages 3-5 are free (0 yen)

**Snack Fee:** A portion of children from class groups of ages 3-5 will be exempt from paying snack fees.

Those exempt from paying snack fees will be sent a **Snack Fee Exemption Notification** from the city.

Applicable to: Children of caregivers (mother & father) whose total municipal resident income tax is under 57,700 yen (for single parent households, under 77,101 yen)

3<sup>rd</sup> child onwards (children counted until they reach the end of elementary school)

### Other Exemptions

If one of the following situations below applies to you, Childcare Fees and Snack Fee exemptions may become applicable to you.

Household Situation		Required Documents
People receiving Social Welfare ( <i>Seikatsu Hogo</i> )		Social Welfare Certificate (copy)
Households with one of the following on the same Certificate of Residence	Someone who holds a Physical or Mental Disability Handbook or an Intellectual Disability Handbook	Handbook (copy)
	Someone who receives a Basic Pension for Disabilities under the National Pension	Pension Certificate or Notice of Deposit (copy)
	A child for which you receive Special Child Rearing Allowance	Notification of Receipt or Certification (copy)

### Reading the Childcare Fees Table

(Reference) 令和5年度 2号・3号認定利用者負担額(保育料)

Table (excerpt)

(単位:円/月)

階層	区分 4月1日の前日の年齢(学年齢)となります→		保育標準時間		保育短時間	
			3号	2号	3号	2号
			3歳未満児	3歳以上児	3歳未満児	3歳以上児
1	生活保護世帯		0	0	0	0
2	市民税非課税世帯	21 ひとり親世帯等	0	0	0	0
		22 その他の世帯	0	0	0	0
3	市民税所得割非課税世帯	31 ひとり親世帯等	3,000	0	3,000	0
		32 その他の世帯	0	0	0	0
			8,100	0	7,900	0
			3,600	0	3,500	0
4	24,300 円未満	41 ひとり親世帯等	3,400	0	3,400	0
		42 その他の世帯	0	0	0	0
			11,400	0	11,200	0
			5,100	0	5,000	0
5	24,300 円以上 48,600 円未満	51 ひとり親世帯等	3,900	0	3,800	0
		52 その他の世帯	0	0	0	0
			13,200	0	12,900	0
			5,900	0	5,800	0

Example: You have a 2 year old son (1<sup>st</sup> child), and are using Standard Hours Childcare

Where the father pays **20,000** yen in Income Tax, Mother pays **10,000** yen

Father's Income Tax 20,000 + Mother's Income Tax 10,000 = 30,000 yen (Guardians' Total)

Municipal Income Tax at **30,000** yen puts the household at **level 5**, the amount listed in level 5 (Confirm the amount listed in 52. "All Other Households")

**In this case, childcare fees come to 13,200 yen per month.**

※Each row is split into two. The top figure corresponds to the cost for your 1st child, the bottom for your 2nd. Your 3rd child onwards is free of charge. How children are counted depends on the amount of income tax you pay. See page 54 regarding how children are counted.

## (Reference) 令和5年度 2号・3号認定利用者負担額(保育料)

(単位:円/月)

階層	区分 4月1日の前日の年齢(学年齢)となります→		保育標準時間		保育短時間	
			3号	2号	3号	2号
			3歳未満児	3歳以上児	3歳未満児	3歳以上児
1	生活保護世帯		0	0	0	0
2	市民税非課税世帯	21	ひとり親世帯等	0	0	0
		22	その他の世帯	0	0	0
				0	0	0
3	市民税所得割 非課税世帯	31	ひとり親世帯等	3,000	0	3,000
				0	0	0
		32	その他の世帯	8,100	0	7,900
				3,600	0	3,500
4	24,300 円未満	41	ひとり親世帯等	3,400	0	3,400
				0	0	0
		42	その他の世帯	11,400	0	11,200
				5,100	0	5,000
5	24,300 円以上 48,600 円未満	51	ひとり親世帯等	3,900	0	3,800
				0	0	0
		52	その他の世帯	13,200	0	12,900
				5,900	0	5,800
6	48,600 円以上 60,700 円未満	61	ひとり親世帯等	4,400	0	4,300
				0	0	0
		62	その他の世帯	15,500	0	15,200
				6,900	0	6,800
7	60,700 円以上 72,800 円未満	71	ひとり親世帯等	4,900	0	4,800
				0	0	0
		72	その他の世帯	17,800	0	17,500
				8,000	0	7,800
8	72,800 円以上 77,101 円未満	81	ひとり親世帯等	5,400	0	5,300
				0	0	0
		82	その他の世帯	20,100	0	19,800
				9,000	0	8,900
9	84,900 円以上 97,000 円未満		22,500	0	22,200	0
			10,100	0	9,900	0
10	97,000 円以上 121,000 円未満		26,100	0	25,700	0
			13,000	0	12,800	0
11	121,000 円以上 145,000 円未満		29,700	0	29,300	0
			14,800	0	14,600	0
12	145,000 円以上 169,000 円未満		33,300	0	32,900	0
			16,600	0	16,400	0
13	169,000 円以上 235,000 円未満		41,000	0	40,400	0
			20,500	0	20,200	0
14	235,000 円以上 301,000 円未満		48,800	0	48,000	0
			24,400	0	24,000	0
15	301,001 円以上 349,000 円未満		56,400	0	55,500	0
			28,200	0	27,700	0
16	349,000 円以上 397,000 円未満		64,000	0	63,000	0
			32,000	0	31,500	0
17	397,000 円以上		73,600	0	72,400	0
			36,800	0	36,200	0

注)

- 1 利用者負担(保育料)各欄の下段は、同一世帯から2人入園している場合の第2子の利用者負担(保育料)で、第3子以降は0円です。
- 2 2～8階層における「ひとり親世帯等」とは、ひとり親世帯(同居親族がいる場合などは対象外となります)、身体障害者手帳・療育手帳・精神障害者保健福祉手帳の交付を受けた者を有する世帯(いずれも児童と同じ住民票上の世帯に限る)、特別児童扶養手当の支給対象児童・国民年金の障害基礎年金等の受給者を有する世帯(いずれも児童と同じ住民票上の世帯に限る)を指します。
- 3 市民税所得割課税が57,700円未満の世帯(ひとり親世帯等については77,101円未満)は、保護者と生計が同一の子等であれば年齢に関わらずその子を含めて数えます。
- 4 里親制度、児童養護施設をご利用されている場合の保育料は、幼児教育・保育課へお問合せください。

※ 国の制度改正に伴い、政令指定都市における個人住民税所得割の標準税率が【市民税6%:県民税4%】から【市民税8%:県民税2%】に変更となりました。しかしながら、保育料につきましては変更前の税率(6%)を用いて計算します。



## 10. Payment Methods for Childcare Fees

Enquiries: Preschool Education and Childcare Division - Facility Invoicing and Settlement Group TEL: 053-457-2826

### Certified Early Childhood Education and Care Facilities, Small-Scale Childcare Services,

### and Corporate Childcare Services

Childcare Fees are to be paid directly to the facility. Please contact your enrolled facility for any enquiries regarding payment methods and deadlines.

#### Nurseries

Childcare Fees are to be paid directly to Hamamatsu. Payment is to be made via bank transfer or payment slips. Payment deadlines fall on the last day of the month (or the following day if the financial institution is closed), as can be seen below.

Payment for	Payment Deadline (Bank Transfer Date)	Payment for	Payment Deadline (Bank Transfer Date)
April	April 30, 2024 (Tue)	October	October 31, 2024 (Thu)
May	May 31, 2024 (Fri)	November	December 2, 2024 (Mon)
June	July 1, 2024 (Mon)	December	January 6, 2025 (Mon)
July	July 31, 2024 (Wed)	January	January 31, 2025 (Fri)
August	September 2, 2024 (Mon)	February	February 28, 2025 (Fri)
September	September 30, 2024 (Mon)	March	March 31, 2025 (Mon)

#### Childcare Fee Payment Methods

##### • Payment Slips

You will be handed a payment slip at your enrolled facility every month. Please use this to pay at your financial institution.

##### • Bank Transfer

You will receive a Bank Transfer Payment Request Form with your Entrance Decision Notification. Please fill this in and submit it at the bank counter of one of the financial institutions below to set up a bank transfer. This process is done online for Rakuten Bank.

Payments processed before the 25th (day before, if 25th is a bank holiday) of the month will be used for the next month's direct debit. If you are late, you will need to use an invoice to pay directly at the bank counter.

e.g.: Finished Procedures on March 22 2024 → Direct Debit starts for April Fees  
Finished Procedures on March 27 2024 → Direct Debit starts for May Fees

※Direct Debit (Bank Transfer) Request Forms are not available at the bank counter. If you require one, please contact the Preschool Education and Childcare Division (TEL:053-457-2826)

※You will not receive a receipt from payment. Please bring your passbook if you wish to have it notarised.

※If you wish to change payment methods invoices to bank transfer, follow the above "Paying by Bank Transfer."

#### Financial Institutions which allow Bank Transfers:

Type	Name of Financial Institution
Bank	Shizuoka, Mizuho, Mitsui Sumitomo, Risona, MUFG, Suruga, Shimizu, Nagoya, Shizuoka Central, Japan Post Bank ( <i>Yūcho</i> )*, Rakuten (Web Application)*
Shintaku Ginko	Mizuho Bank
Shinyō Ginko	Hamamatsu Iwata, Enshū
Other	Shizuoka Labour Bank ( <i>Rōkin</i> ), JA Bank Shizuoka ( <i>Shizuoka-ken Shinyō Nōgyō Kyōdō Kumiai Renpōkai</i> ), JA Topia Hamamatsu ( <i>Topia Hamamatsu Nōkyō</i> ), JA Enshu Central ( <i>Enshū-chō Nōgyō Kyōdō Kumiai</i> ), JA Mikkabi ( <i>Mikkabi Nōgyō Kyōdō Kumiai</i> ) JA Higashi Nihon ( <i>Higashi Nihon Shinyō Gyogyō Kyōdō Kumiai Renpōkai</i> )

※Payments via invoice slips cannot be made through Yūcho Bank or Rakuten Bank.



## 11. Temporary Childcare Services

※Details regarding temporary childcare services (temporary nursery) for 2023FY are as follows.

Enquiries: Preschool Education and Childcare Division - Facility Invoicing and Settlement Group TEL: 053-457-282

### Temporary Childcare Services

- In the event that the guardian is unable to provide childcare due to intermittent work or a sudden illness, they can temporarily enroll their child in a Certified Early Childhood Education and Care Facility, Nursery, or Regional Childcare Service.
- Enrollment may be refused in the event that there are no vacancies in the classes for the child's age group.

### Eligible Child Applicants

- If the guardian uses Short Time Childcare, works intermittently, is at work training, receives education and requires childcare 3 days or less per week.
  - Children who require childcare due to their guardian's temporary or emergency difficulties such as a natural disasters, accidents, childbirth, nursing, care, or socially unavoidable reasons such as attending an important familial event.
  - Children who require temporary childcare as a means to reduce the mental and physical burden of childcare on their guardian.
  - Children who have disabilities and require childcare to help them get accustomed to social life.
- ※The use of Temporary Childcare Services for children already enrolled in a Certified Early Childhood Education and Care Facility (Nursery Service), nursery, Small-scale Childcare Service, or Corporate Childcare Service is not permitted.
- ※The use of Temporary Childcare Services at multiple childcare facilities is not permitted.

### Eligible Facilities

Certified Early Childhood Education and Care Facilities, Nurseries, Small-scale Childcare Services, and Corporate Childcare Services (excl. some facilities).

### Daily Usage and Snack Fees (FY2023)

Age Group	Daily Usage Fee	Daily Snack Fee
Up to 2 years of age	2,000 yen	—
3-5 years of age	800 yen	200 yen

※Exemptions for childcare fees and Snack Fees exist for households with certain levels of Municipal Tax

### Application for Usage

- When using the service, apply directly at the childcare facility.
- ※ Depending on the facilities situation, acceptance may not be guaranteed.

### Temporary Childcare at Alternative Childcare Facilities (Temporary Nursery)

- Some unlicensed childcare facilities also offer temporary childcare services (temporary nursery), so please contact each facility directly.

Further details can  
be found here



Available spaces  
can be confirmed  
here



## 12. Illness, Childcare after Illness

※Details regarding childcare for sick children or children after illness for 2023FY are as follows.

Enquiries: Preschool Education and Childcare Division, Planning and Organization Group TEL : 053-457-2827

### Eligible Children

- Infants and Elementary School children who live in Hamamatsu City are eligible for this childcare.
- Children who are ill or recovering from illness and do not require hospitalization, but where group childcare is not feasible as they require rest, and the guardian is unable to provide childcare at home due to work, injury, accident, childbirth or social socially unavoidable reasons, such as attending an important familial event.

### Recovery Period, Using Childcare after Illness

- (1) Everyday Illness (cough, indigestion etc.) ..... After taking necessary period of rest
- (2) Infectious Illnesses (Measles, Mumps, and Rubella etc.) ..... After the infectious period is over
- (3) Chronic diseases such as asthma..... Once attacks are over
- (4) Traumatic injury such as a broken bone..... Once the illness has stabilised

### Period of Usage

Generally for up to 7 consecutive days

### Childcare Fees and Snack Fees for 2023FY (per person, per day)

Age Group	Usage Fees	Snack Fee
Under 3's	Daily Fee 1,500 yen	—
Age 3-5	Daily Fee 1,300 yen	Daily Fee 200 yen

※ Exemptions for childcare fees and Snack Fees are available for households with certain levels of Municipal Tax

### Opening Days and Hours

Please check directly with the facility.

### Registration

You must register in advance to use the below facilities. When registering, you must submit an Illness/Post-Illness Childcare Facility Usage Registration and Child Form.

- ※ The above document is available at the Preschool Childcare and Education Department or any childcare facilities. Similarly, they can be downloaded from Hamamatsu Childrearing Website, Pippi.

### Application

Please apply at least a day in advance to the childcare facility you wish to use. At the time of usage, bring the following documents with you.

#### Documents Required

- Doctors Contact Form/Contact Form about symptoms from guardian
- ※ The above document can be received at the Preschool Childcare and Education department or any of childcare facility offering illness/post-illness childcare. Similarly, it can be downloaded from Hamamatsu Childrearing Website, Pippi.
- ※ Depending on the childcare facility, they may require you to submit other supplementary documents. Ask the facility directly which documents they require.

Forms can be downloaded here



(Illness/Post-Illness Childcare Facilities 2023FY)

	Ward	Type	Staff	Facility Name	Address	Contact No.
1	Naka-ku	Illness, Post-Illness	4	Chuo Nagakami Early Childhood Education and Childcare Facility	Nakashima 2 chome 7-8	581-7677
2	Naka-ku	Post-Illness	6	Midori Dai 2 Hoiku-en	Wajiyama 1 Chome12-32	522-9088
3	Naka-ku	Post-Illness	4	Seirei Kodomo-en Megumi	Wago-cho 555-1	401-1212
4	Higashi-ku	Illness, Post-Illness	4	Midori Hoiku-en	Aritama Nishi-cho 1222	433-9734

5	Minami-ku	Illness, Post-Illness	4	Mitsubachi Hoiku-en	Uriuchi-cho 844-3	444-3282
6	Kita-ku	Post Illness	4	Seirei Kodomo-en Wakaba	Nearai-cho 645-1	437-0822
7	Hamakita-ku	Illness, Post-Illness	6	Sakura-machi Clinic	Dohon 28-3	585-3230

### 13. Frequently Asked Questions (FAQs)

#### Applying for Usage

Q 1-1	When should I apply?
A	We currently operate a special schedule for applications with a preferred April start. <u>Please see page 10 for further details.</u> If you wish to enroll in the middle of the fiscal year, the deadline for your application will be the 5 <sup>th</sup> of the month prior to your preferred month of enrollment. <u>Please see page 13 for further details.</u>
Q 1-2	Where can I get the documents for my application?
A	<u>Please collect all documents from the Preschool Education and Childcare Division or the Social Welfare Division at your local Ward Office (excl. Naka Ward)</u>
Q 1-3	Can I submit my application documents to my Ward Office?
A	<u>Applications will not be accepted at ward offices.</u> Please affix a stamp to the designated pink envelope and post it to the Childcare Consultation Center by the deadline (postmarks accepted). Please visit the Childcare Consultation Center if you wish to submit your application in person. (Applications for April enrollment will not be accepted at the counter)
Q 1-4	When will the number of vacancies and application status be announced?
A	The number of available spaces is announced on the Hamamatsu Childrearing Website Pippi on the 1st of each month at around 13:00 (or the next open day if the office is closed). The schedule is different for the April intake. <u>Please see page 10 for further details.</u>
Q 1-5	Can I apply for both a Licensed Childcare Facility and a kindergarten?
A	Yes, it is possible to apply to both.
Q 1-6	When applying, do we have to go visit our preferred childcare facilities?
A	There are various differences between different Licensed Childcare Facilities, such as their childcare policies, atmosphere, options for extended childcare hours extension, and expenses. As your child will be attending this facility every day, we strongly encourage you to pay the facility a visit. When planning a visit, please contact the facility in advance and then decide on a day. If you are unable to visit, please contact them via the phone to discuss and confirm details of their facility, such as their childcare policies.
Q 1-7	I am currently considering enrolling for April 2024 (FY2024) and for the remainder of FY2023.
A	We ask that you prepare the application documents for both fiscal years 2024 and 2023 send them in their respective designated envelopes within their respective application periods (FY2024: pink envelope, FY2023: blue envelope). <u>It is not possible to submit the application documents in the same envelope.</u>
Q 1-8	Is it possible to submit additional documents once I have already submitted? If so, where should I submit them?
A	<u>Yes, it is possible.</u> Please post the documents to the Childcare Consultation Center by the deadline for your preferred month of usage (postmarks accepted). If your documents are submitted after the deadline, the new information provided will only come into effect for the next Usage Criteria Point Selection process. <u>Please see page 13 and 52 for further details.</u>
Q 1-9	Is it possible to apply for a Licensed Childcare Facility located in a ward different the one in which I currently reside?
A	<u>Yes, it is possible.</u> Please list your preferred Licensed Childcare Facilities, including those in other wards, in order of preference on your application. <u>Please see page 66 and 67 for further details.</u>
Q 1-10	I currently have plans to move to Hamamatsu – how should I go about applying?
A	If you plan to move to Hamamatsu by your preferred month of enrollment, then please apply directly to Hamamatsu City. If you plan to move to Hamamatsu after your preferred month of enrollment, please apply through your local municipality. <u>Please see page 40 for further details.</u>

Q 1-11	Can I still apply for Licensed Childcare Facilities in Hamamatsu if I don't have any plans to move there?
A	You will have to apply through your current municipality. <u>Please see page 40 for further details.</u>
Q 1-12	I live in Hamamatsu. What procedures are required for me to enroll in a Licensed Childcare Facility located outside of Hamamatsu?
A	Please contact the Childcare Consultation Center (053-457-2833) after confirming the application deadline for the local government in which your preferred facility is located, as well as the documents required for submission. <u>Please see page 40 for further details.</u>
Q 1-13	I am currently pregnant – can I apply for my baby's enrollment before they are born?
A	<u>Generally no, you cannot.</u> However, prenatal applications will only be permitted for the April enrollment of children who will be born by February 4, 2024. If your child's age as of April 1 will be within the accepted age range of your preferred facility, then you can apply for enrollment. Please see the “ <u>List of Licensed Childcare Facilities</u> ” on pages 69-76 for the accepted ages of each facility.
Q 1-14	How can I correct a mistake when filling in the applications documents?
A	Please double-strike the incorrect information and write the correct information in the space next to it. <u>Please do not use correction tape or correction fluid.</u>
Q 1-15	How can I correct the details on my Certificate of Employment if they are incorrect?
A	Ask your employer to correct the information. Please double-strike the incorrect information, affix your personal seal and write the correct information in the margin. <u>Please do not use correction tape or correction fluid.</u>
Q 1-16	What procedures do I need to follow if I want to add or amend my preferred childcare facilities or change my sibling classification after I have applied?
A	The procedure for making amendments your preferences can only be done by phone. The reception period is determined according which month you wish for these amendments to be applied. <u>Please see page 10 and 13 for further details.</u>
Q1-17	Can I apply to a facility with no vacancies?
A	<u>Yes, you can apply.</u> However, you will not be enrolled in a month where there are no vacancies.
Q 1-18	Do I need to fill in the names of all (7) facilities of my choice?
A	<u>You do not necessarily need to do this.</u> However, the more facilities you fill in, the more likely you are to be offered a place. Additionally, If you decline an offer, it may hinder the operations of the childcare service. Please ensure you visit the facility before and choose a facility that you will definitely attend.
Q 1-19	When applying for siblings, do I need to submit multiple applications?
A	<u>Yes, you do.</u> However, you can provide a copy of “Form B: Supplementary Application Form for Licensed Childcare Facility Usage ①” , Certificate of Employment, Medical Certificate, Enrollment Certificate and taxation documents as long as the original copy is attached to one of your children's applications.
<b>Education and Childcare Benefits Certification</b>	
Q2-1	Are we required to work a certain amount of days a month to qualify?
A	<u>There is no requirement for the number of days worked.</u> You are only required to prove that you work 64 hours or more a month (excl. breaks).
Q2-2	Can I still apply even if my job is only night shifts?
A	You can still apply even if your job is only night shifts. However, you are required to work 64 hours or more a month (excl. breaks) to qualify.
Q2-3	I have received a job offer – what document should I submit as proof of requiring childcare?
A	If it is possible, please submit a Certificate of Employment that has been filled out by the company from which you received the job offer. Your application will thus be made on grounds of “Employment”. If you cannot submit the above, your application will be made on grounds of “Job-Hunting”, so please submit “Form 1: Declaration and Written Pledge”.
Q2-4	I plan to change jobs soon. Should I submit the Certificate of Employment of my current workplace or of my future workplace?
A	Please submit the Certificate of Employment of the company where you will be working from your preferred month of enrollment.

Q2-5	I am planning to begin job-hunting soon, can I apply?
A	If you are looking for a job or preparing to start your own business, you can receive certification on grounds of “Job-Hunting”. This certification is valid until the end of the month in which 90 days have elapsed from the date of issue.
Q2-6	I’m currently working at a company but am preparing for the birth of my second child. What would be my reason for requiring childcare?
A	If the first day of your preferred month of enrollment falls 8 weeks prenatal (14 weeks for multiple births) or 8 weeks postnatal, then you will be awarded certification on grounds of “Pregnancy or Birth”.
Q2-7	What should I do if I have multiple reasons for requiring childcare?
A	Even if you have multiple reason for requiring childcare, certification will be awarded based on only one. Please apply using the reason with the highest degree of necessity at present. However, if you are working multiple jobs and can obtain a Certificate of Employment of each job However, if you have multiple workplaces, you can submit a Certificate of Employment for each workplace and receive certification and Usage Criteria Points for them together. (Overlapping work hours are not recognized)
Q2-8	I have found a job so I would like to change my certification details – what should I do?
A	<u>You will need to go through the procedure of amending your reason for requiring childcare.</u> Please post your Education and Childcare Grant Certification Amendment Application※ to the Preschool Education and Childcare Division after ensuring to attach your Childcare Grant Approval Certificate and Certificate of Employment. If you submit your documents by the respective month’s deadline (postmarks accepted), then the amendments will be in effect from the following month. Please be aware that the deadlines for those on the waitlist (see page 47) and those enrolled (see page 50) are different. <u>Please see pages 47 and 50 for more details.</u> ※You can download the Education and Childcare Grant Certification Amendment Application from the QR codes on page 47 and 50.

### Usage Criteria Points

Q3-1	How is the selection based on Usage Criteria Points carried out?
A	During the selection process, placements are offered in descending order of "Usage Adjustment Points," which is the sum of their "Criteria Points" and "Adjustment Points," based on the "Licensed Childcare Facility Usage Criteria Chart". In the event of a tie in "usage adjustment points" with another applicant, the decision is made in order of priority, starting with the first priority level. Please see pages 42-44 for more details.
Q3-2	How will my Usage Criteria Points be calculated if I wish to enroll multiple facilities? Will I receive priority if I list only my 1 <sup>st</sup> choice facility?
A	If you receive multiple enrollment offers from your preferred facilities, the enrollment offer from your most highly-ranked facility will be prioritized. In addition, there will be no prioritization between those who listed only their 1 <sup>st</sup> choice facility and those who listed multiple facilities. <u>Please see page 41 for more details.</u>
Q3-3	Would submitting my application early give me any advantage in Usage Criteria Selection process ?
A	Early submission will have <u>no effect on the selection process</u> . Please prepare all the documents without error and submit them by the deadline.
Q3-4	Will part-time or dispatch workers be placed at a lower level of priority compared to regular employees?
A	<u>Your priority level will not be affected by the type of your employment.</u> Your Usage Criteria Points will be calculated based on only your monthly working hours and days.
Q3-5	I am thinking about using the Shortened Work Hours for Childcare System once I return to work from childcare leave. Which working hours will be used to calculate my Usage Criteria Points – my hours before taking childcare leave or my hours after returning to work?
A	Usage Criteria Points will be calculated based on the amount of working hours listed in your employment contract.
Q3-6	After submitting a sibling application, could they be enrolled in separate facilities?
A	Siblings may receive enrollment offers from separate facilities depending on the contents of their application. There is a section to choose your preferred usage for sibling applications on the front of Form C: Supplementary Application Form ② (see page 25), so please fill that out according to your household situation. <u>Please see pages 27 and 29 for more details.</u>



Q3-7	I received an enrollment offer from a facility with a lower ranking in my order of preference. If a vacancy opens up at my 1 <sup>st</sup> choice preferred facility, would I be able to transfer there?
A	Once you have received an enrollment offer, your currently submitted documents will be rendered invalid in the Usage Criteria Point Selection process. As a result, you will be required to reapply from the following month for your 1 <sup>st</sup> choice preferred facility.

Q3-8	Can I transfer facilities after enrollment?
A	At present, changing facilities from the one you are currently using will require the same procedure as an entirely new application. In addition, your Criteria Points used in the Usage Criteria Points Selection process will be reduced by 20% (fractions will be rounded up), and children who are not transferring will be prioritized.

Q3-9	Once I have transferred to a new facility, can I return to my former facility if I have a reason?
A	As spots created from transfers will be treated as vacancies from the following month, you cannot return to your former facility. If you wish to return to your former facility, you will be required to complete the same procedure as an entirely new application. In addition, your Criteria Points used in the Usage Criteria Points Selection process will be reduced by 20% (fractions will be rounded up), and children who are not transferring will be prioritized.

Q3-10	Would it be advantageous to discuss or entrust my application to a third party?
A	This would have no advantageous effect on the handling of your application.

### Childcare Fees and Snack Fee (Waivers)

Q4-1	How are childcare fee and snack fee waivers decided?
A	Childcare fee and snack fee waivers are decided based on the amount of municipal residence tax paid by the child's parents or grandparents (if they are the child's guardians). <u>Please see pages 53-56 for more details.</u>

Q4-2	My Certification changed from Type 3 to Type 2 mid-way through the fiscal year – will my childcare fees also change?
A	Childcare fees are decided by your child's age group as of April 1. For that reason, you will pay childcare fees for a Type 3 Certification for the rest of the remainder of the fiscal year (from April to March).

Q4-3	Do childcare fees differ between private and public Licensed Childcare Facilities?
A	<u>Childcare fees are the same for both private and public facilities.</u> However, you may incur fees for actual expenses such as uniform or the Parent's Association, so we encourage you to enquire directly with the facilities for details on their separate fees.

Q4-4	Does the payment method for childcare fees differ depending on the facility?
A	Yes, the payment method differs depending on the facility. <u>Please see page 57 for more details.</u>

### Childcare Leave

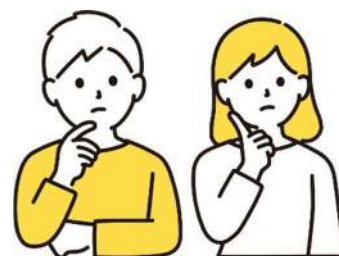
Q5-1	Is there a designated form which acts as proof of childcare leave?
A	The designated form which acts as proof of childcare leave is Form 5: Certificate of Childcare Leave. If your Certificate of Employment lists your period of childcare leave, then submitting the designated form is not required. However, if you wish to change your period of childcare leave, then we ask that you submit separately. ※You can download Form 5: Certificate of Childcare Leave from the QR code on page 47.

Q5-2	What procedures are required for me to extend my childcare leave benefits?
A	<u>Please enquire with your supervisor at work or contact HelloWork</u> for information about how to extend your receipt of Childcare Leave benefits.

Q5-3	My child's enrollment was confirmed and I am still on Childcare Leave – when should I return to work?
A	Please return to work during the month of enrollment.

Q5-4	When extending my period of Childcare Leave, can I get a document proving that I will be on the waitlist from the month following my preferred month of enrollment? If so, what procedures do I have to follow?
A	<u>We can issue you a Certificate of Waitlisted Enrollment.</u> Please fill out a Request for a Certificate of Waitlisted Enrollment and post it to the Childcare Consultation Center. As soon as the Request for a Certificate of Waitlisted Enrollment has been received, a Certificate of Waitlisted Enrollment will be created and sent to your home. Please see page 48 for more details. ※You can download the Request for a Certificate of Waitlisted Enrollment from the QR code on page 47.

Q5-5	I applied with a preference to extend my childcare leave (0 Usage Criteria Points), but now I want to change it to a preference to enroll (normal Usage Criteria Points). What procedures are necessary to do this?
A	<p>If you wish to amend your preferences, please fill out a Notification of Change in Enrollment Priority due to Extension of Childcare Leave and post it to the Childcare Consultation Center by the deadline for the month by which you wish to amend (postmarks accepted). <u>Please see page 38 for more details.</u></p> <p>※ You can download the Notification of Change in Enrollment Priority due to Extension of Childcare Leave from the QR code on page 47.</p>



## 14. Joint Childcare on Saturdays

### Overview

- Joint Childcare on Saturdays refers to the system of providing childcare for children enrolled in other facilities on Saturdays, the Obon period in August, and the New Year's period.
  - The following facilities offer joint childcare. The specific types of joint childcare offered will be marked with a ○.
- ※Please check the “List of Licensed Childcare Facilities” on pages 69-76 for more details on the contact details and addresses of each facility.

List of Available Joint Childcare Facilities in 2024

No.	(施設No.)施設名	実施内容			実施場所
		土曜日	お盆期間	年末年始	
1	(001) ひくまこども園	○	○	○	ひくまこども園
	(018) まつばこども園				
	(141) ととけっこー				
2	(004) 瑞雲こども園	○	○	○	※施設に確認してください
	(024) まるづかこども園				
	(146) 保育ルーム瑞雲				
3	(022) いずみこども園	○	○	○	いずみこども園
	(166) 小規模保育室 いずみっこ				
4	(114) どんぐり保育園	○	○	○	※施設に確認してください
	(135) くすのき保育園				
5	(035) 和光こども園	○	○	○	なごみこども園
	(058) なごみこども園				
	(184) なごみ保育室				
6	(006) 遊歩の丘にしおかこども園	○	○	○	※施設に確認してください
	(026) 遊歩の丘かみにしこども園				
	(068) 遊歩の丘はまなこども園				
	(169) 遊歩の丘かみにしナーサリー				
	(195) 遊歩の丘まちなかナーサリー				
7	(037) さざんかこども園	○	○	○	※施設に確認してください
	(041) 雄踏ちゅうりっぷこども園				
	(045) (仮) マーガレットこども園				
8	(036) 入野こども園	○	○	○	入野こども園
	(175) 入野保育園				
9	(002) なかざわこども園	○	○	—	※施設に確認してください
	(072) こども園ことり				
	(186) nursery garden こぐま				
	(187) nursery ちいさいおうち				
10	(007) みそらこども園	○	○	○	※施設に確認してください
	(013) 音の森こども園				
	(053) はあもにいこども園				
11	(005) なかよし第2こども園	○	○	○	なかよし第2こども園
	(180) えんのき保育園				
12	(126) ひまわり保育園	○	○	○	ひまわり保育園
	(128) ひまわり第二保育園				
14	(021) 聖隷こども園ひかりの子	○	○	○	聖隷こども園ひかりの子
	(150) 聖隷のあ保育園				
15	(030) そらいろこども園	○	○	○	そらいろこども園
	(171) そらいろのおうち				
16	(033) 浜松東こども園	○	○	○	浜松東こども園
	(172) 浜松東保育園				
17	(078) あそびこども園浜松	○	—	—	あそびこども園浜松
	(079) 浜っ子こども園				
18	(071) 子育てセンターみゆうのおか	○	—	—	子育てセンターやまびこ
	(076) 子育てセンターすぎのこ				
	(077) 子育てセンターやまびこ				
19	(020) 中央ながかみこども園	○	○	○	※施設に確認してください
	(034) ながかみこども園				
20	(142) エンゼル第二保育園	○	○	○	エンゼル第二保育園
	(152) エンゼル第三保育園				
21	(063) 子育てセンターこまつ	○	—	—	子育てセンターきぶね
	(064) 子育てセンターきぶね				
	(066) 子育てセンターしんばら				
22	(065) 子育てセンターしばもと	○	—	—	子育てセンターかきのみ
	(067) 子育てセンターなかぜ				
	(069) 子育てセンターかきのみ				
23	(014) 浜松中央こども園	○	—	—	※施設に確認してください
	(115) イーエーエスはんだやま保育園				
24	(131) はぐみな風保育園	○	—	—	はぐみな第二保育園
	(140) はぐみな第二保育園				
	(158) はぐみなの息吹保育園				
25	(148) 和敬第二愛育園	○	○	○	和敬第三愛育園
	(163) 和敬第三愛育園				
26	(025) 太陽ざぎのみやこども園	○	—	—	太陽こども園
	(047) 太陽こども園				
	(048) 太陽第二こども園				
	(182) たいようナーサリールーム				
27	(046) ずだじこども園	○	○	○	ずだじこども園
	(054) 若林こどもの園				
	(181) こどものおうちすいーとびー				
28	(111) みみ・あんふあんしゅしゅ	○	○	○	みみ・あんふあんしゅしゅ
	(147) みみ・あんふあん				
30	(017) 花園こども園	○	○	○	※施設に確認してください
	(043) 花園幼稚園				
31	(110) まつのき保育園	○	○	○	※施設に確認してください
	(162) みかんの家				
32	(050) なかよしこども園	○	○	○	なかよしこども園
	(183) ゆりのき保育園				

#### Note:

- If you wish to enroll in one of the above facilities and would like to use childcare on Saturdays, please check with the facility for details on joint childcare.
- The numbers in brackets next to the facility name are the same as those listed in the next page's “List of Licensed Childcare Facilities”.

## 15. List of Licensed Childcare Facilities

★ The Licensed Childcare Facilities for 2025 are listed according to the following categories:

Joint Nursery and Kindergarten Licensed Early Childhood Education and Care Facilities.....	P69
Nursery Style Licensed Early Childhood Education and Care Facilities.....	P70
Public Nurseries.....	P71
Private Nurseries.....	P71
Small-scale Childcare Services.....	P73
Corporate Childcare Services.....	P76

★ Accepted Ages refers to the earliest age of infant (under age 1) that the facility will accept.

You cannot apply for facilities if the child does not meet their accepted ages by the 1<sup>st</sup> of the month you wish to enroll them.

“End of Maternity Leave” means that you can enroll in the facility from 57 days after birth, regardless of whether you took maternity leave or not.

★ The opening hours of the facility are a combination of the standard childcare hours and the extended childcare hours.

Example: For a facility with opening hours from 07:00-19:00 and standard childcare hours of 07:00-18:00:

18:00-19:00 will be the extended childcare hours based on the standard childcare hours

Note: Opening hours may differ between weekdays and Saturdays, so if you wish to enroll your child in Saturday childcare, please enquire directly with the facilities for more information.

★ Children who have aged-out of Small-Scale Childcare Services or Corporate Childcare Services (excl. those for staff) can receive preferential enrollment in collaborative Certified Early Childhood Education and Care Facilities, kindergartens, and nurseries.

### Writing Your Preferred Facilities

Form A: Education and Childcare Benefits Certification and Usage Application Form (Excerpt)

希望順位	施設 No.	施設名称	見学済	見学予定	施設コード ※市記入欄
第1希望	001	〇〇保育園	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Not Required
第2希望	002	△△保育園	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
第3希望			<input type="checkbox"/>	<input type="checkbox"/>	

No.	施設名
001	〇〇保育園
002	△△保育園
003	□□保育園

Note: Please check the names and numbers of your desired facilities on page 60

### Notes When Writing Your Preferred Facilities

- Have you gone to visit the facility and do you understand its features and characteristics?
- Were you aware that there may be additional money collected depending on the Certified Early Childhood Education and Care Facility?
- Have you checked the accepted ages for the facility?
- Have you checked if the facility offers extended childcare, and if so, what the accepted times are?
- Have you checked the details of the facilities' joint Saturday childcare?
- Have you chosen facilities to which you can travel? (Rejections of enrollment offers could cause issues for the administration of the facility)
- Have you correctly written the number and name of the facilities?

## Amending Your Preferred Facilities and Sibling Classification

Please call the Childcare Consultation Center within the designated period (see page 10 and 13) to amend your preferred facilities or sibling classification. Only your order of preference may be amended, and facilities can be amended across wards.

Make sure to check before calling!

Preschool Education and Childcare Division Childcare Consultation Center ☎053-457-2833

Don't forget to write your preferred facilities when applying!

### Things to Check When Amending your Preferred Facilities

- ☐ Have you checked the accepted ages for your preferred facilities
- ☐ Have you checked the contact details for Small-scale Childcare Services and Corporate Childcare Services
- ☐ Have you checked if there is additional money collected at the Certified Early Childhood Education and Care Facility?
- ☐ Have you checked if the facility offers extended childcare, and if so, what the accepted times are?
- ☐ Have you checked the details of the facilities' joint Saturday childcare?
- ☐ Have you filled out the details of your chose facilities below?

### Details of Amendment to Preferred Facilities - Guardian's Copy At time of application

Priority	Facility No.	Facility Name
1 <sup>st</sup> Choice		
2 <sup>nd</sup> Choice		
3 <sup>rd</sup> Choice		
4 <sup>th</sup> Choice		
5 <sup>th</sup> Choice		
6 <sup>th</sup> Choice		
7 <sup>th</sup> Choice		

Post-Amendment- 1st Time (Date: )

Priority	Facility No.	Facility Name
1 <sup>st</sup> Choice		
2 <sup>nd</sup> Choice		
3 <sup>rd</sup> Choice		
4 <sup>th</sup> Choice		
5 <sup>th</sup> Choice		
6 <sup>th</sup> Choice		
7 <sup>th</sup> Choice		

Post-Amendment- 2nd Time (Date: )

Priority	Facility No.	Facility Name
1 <sup>st</sup> Choice		
2 <sup>nd</sup> Choice		
3 <sup>rd</sup> Choice		
4 <sup>th</sup> Choice		
5 <sup>th</sup> Choice		
6 <sup>th</sup> Choice		
7 <sup>th</sup> Choice		

Post-Amendment- 1st Time (Date: )

Facility No.	Facility Name

Post-Amendment- 2nd Time (Date: )

Facility No.	Facility Name

Post-Amendment- 3rd Time (Date: )

Facility No.	Facility Name

Make sure to check before calling!

### Things to Check When Amending Sibling Classification

- ☐ Selected ① or ③ (same facility) ⇒ Have selected the same 1<sup>st</sup>-7<sup>th</sup> choice facilities for each sibling
- ☐ Selected ③ or ④ (different period) ⇒ Childcare arrangements have been sorted for children who might not receive an Enrollment offer

※If one of the siblings is being cared for at home, then none of the applicant children will be permitted to enroll in a Licensed Childcare Facility.



Details of Amendment to Sibling Classification - Guardian’s Copy

At time of application

Preference No.	Alphabet ※③ or ④ only

➡

Post-Amendment  
1st Time (Date: )

Preference No.	Alphabet ※③ or ④ only

➡

Post-Amendment  
2nd Time (Date: )

Preference No.	Alphabet ※③ or ④ only

※ “End of Maternity Leave” in the “Accepted Ages” column means that you can enroll in the facility from 57 days after birth, regardless of whether you took maternity leave or not.

# 《幼保連携型認定こども園》

(令和6年4月1日予定)

## 【中区】

◎:利用可能時間前後の延長保育実施 ○:利用可能時間後の延長保育実施  
●:利用可能時間前の延長保育実施 —:延長保育実施なし

No.	施設名称	所在地	電話番号	1号 定員	2・3号 定員	受託 年齢	保育標準時間		保育短時間	
							利用可能時間	延長保育	利用可能時間	延長保育
001	ひくまこども園	曳馬四丁目8-12	464-4069	15	120	産休明	7:00~18:00	○	8:30~16:30	◎
002	なかざわこども園	中沢町58-9	471-0497	35	90	6カ月	7:00~18:00	○	8:00~16:00	◎
003	相生こども園	相生町14-30	461-6519	210	110	6カ月	7:30~18:30	—	8:30~16:30	—
004	瑞雲こども園	佐藤二丁目22-1	464-9557	12	120	産休明	7:00~18:00	○	8:30~16:30	◎
005	なかよし第2こども園	領家三丁目23-13	463-8211	9	150	産休明	7:00~18:00	○	8:00~16:00	◎
006	遊歩の丘にしおかこども園	西丘町296	420-1818	15	90	産休明	7:00~18:00	○	8:30~16:30	◎
007	みそらこども園	神田町513	443-9836	15	120	産休明	7:00~18:00	○	8:00~16:00	◎
008	聖隷こども園めぐみ	和合町555-1	401-1212	6	210	産休明	7:00~18:00	○	8:30~16:30	◎
009	和合こども園	和合町220-1280	472-2522	15	110	産休明	7:00~18:00	○	8:30~16:30	◎
010	れんげこども園	和合北一丁目2-37	482-8241	15	130	6カ月	7:00~18:00	○	8:00~16:00	◎
011	小豆餅ゆすらうめこども園	小豆餅四丁目18-2	414-0001	10	110	6カ月	7:00~18:00	○	8:30~16:30	◎
012	上池さくらこども園	城北二丁目25-43	474-1125	5	120	6カ月	7:00~18:00	○	8:30~16:30	◎
013	音の森こども園	富塚町3657-1	488-5116	15	80	産休明	7:00~18:00	○	8:00~16:00	◎
014	浜松中央こども園	尾張町127-7	453-0249	65	80	産休明	7:30~18:30	—	8:00~16:00	◎
015	たかい丘こども園	高丘北二丁目25-21	437-6530	9	120	6カ月	7:00~18:00	○	8:00~16:00	◎
016	天林寺こども園	下池川町27-1	473-7718	12	120	産休明	7:15~18:15	○	8:30~16:30	◎
017	花園こども園	西伊場町77-1	488-8755	15	120	6カ月	7:00~18:00	○	8:00~16:00	◎
018	まつばこども園	上島一丁目26-14	476-2121	15	60	6カ月	7:00~18:00	○	8:30~16:30	◎
019	葵ヶ丘こども園	高丘東三丁目54-18	437-7952	12	130	産休明	7:00~18:00	○	8:30~16:30	◎
020	中央ながかみこども園	中島二丁目7-8	467-6600	11	120	6カ月	7:00~18:00	○	8:00~16:00	◎

## 【東区】

No.	施設名称	所在地	電話番号	1号 定員	2・3号 定員	受託 年齢	保育標準時間		保育短時間	
							利用可能時間	延長保育	利用可能時間	延長保育
021	聖隷こども園ひかりの子	天王町1896	421-6822	15	220	産休明	7:00~18:00	○	8:30~16:30	◎
022	いずみこども園	小池町710	434-4411	11	130	産休明	7:00~18:00	○	8:00~16:00	◎
023	市野与進こども園	市野町2636	423-3535	11	170	産休明	7:00~18:00	○	8:30~16:30	◎
024	まるづかこども園	丸塚町287-1	465-2525	9	120	産休明	7:00~18:00	○	8:30~16:30	◎
025	太陽さぎのみやこども園	大瀬町752	432-5515	15	120	産休明	7:00~18:00	○	8:00~16:00	◎
026	遊歩の丘かみにしこども園	上西町853-2	468-1818	15	200	産休明	7:00~18:00	○	8:30~16:30	◎
027	きなりこどもえん	植松町53-4	424-6666	9	120	6カ月	7:00~18:00	○	8:00~16:00	◎
028	若宮こども園	大瀬町2050	433-2727	7	170	産休明	7:00~18:00	○	8:30~16:30	◎
029	蒲こども園	大蒲町95-2	463-1540	6	120	6カ月	7:00~18:00	○	8:30~16:30	◎
030	そらいろこども園	市野町1084	581-8670	15	120	6カ月	7:00~18:00	○	8:00~16:00	◎
031	ありたまこども園	有玉南町2013	479-5588	15	120	4カ月	7:00~18:00	○	8:30~16:30	◎
032	天竜こども園	薬新町315-1	421-5355	15	120	4カ月	7:00~18:00	○	8:30~16:30	◎
033	浜松東こども園	篠ヶ瀬町580-3	421-5590	8	150	産休明	7:00~18:00	○	8:30~16:30	◎
034	ながかみこども園	中田町776	411-4811	11	120	6カ月	7:00~18:00	○	8:00~16:00	◎

## 【西区】

No.	施設名称	所在地	電話番号	1号 定員	2・3号 定員	受託 年齢	保育標準時間		保育短時間	
							利用可能時間	延長保育	利用可能時間	延長保育
035	和光こども園	和光町517	486-0434	15	160	産休明	7:00~18:00	○	8:30~16:30	◎
036	入野こども園	入野町10827-1	448-1026	12	120	産休明	7:00~18:00	○	8:00~16:00	◎
037	さざんかこども園	榛原町25654	449-6116	12	90	産休明	7:00~18:00	○	8:30~16:30	◎
038	春日こども園	馬郡町2560	592-1600	90	90	6カ月	7:00~18:00	○	8:00~16:00	◎
039	瞳ヶ丘こども園	大人見町12-654	485-5003	0	120	産休明	7:00~18:00	○	8:00~16:00	◎
040	順愛こども園	舞阪町舞阪5372	592-7733	15	100	産休明	7:00~18:00	○	8:15~16:15	◎
041	雄踏ちゅうりっぷこども園	雄踏町宇布見7430-8	596-9900	6	70	産休明	7:00~18:00	○	8:30~16:30	◎
042	湖東白ゆりこども園	湖東町5826-1	486-5301	8	120	産休明	7:00~18:00	○	9:00~17:00	◎
043	花園幼稚園	篠原町9376-1	447-2336	218	40	6カ月	7:00~18:00	○	8:00~16:00	◎
044	(仮)志都呂こども園 (現施設名称)志都呂保育園	志都呂一丁目3-7	448-1910	9	100	3カ月	7:00~18:00	○	8:00~16:00	◎
045	(仮)マーガレットこども園 (現施設名称)マーガレット保育園	坪井町4571	482-7078	9	90	産休明	7:00~18:00	○	8:30~16:30	◎

※ “End of Maternity Leave” in the “Accepted Ages” column means that you can enroll in the facility from 57 days after birth, regardless of whether you took maternity leave or not.

## 《幼保連携型認定こども園》

(令和6年4月1日予定)

### 【南区】

◎:利用可能時間前後の延長保育実施 ○:利用可能時間後の延長保育実施  
●:利用可能時間前の延長保育実施 ー:延長保育実施なし

No.	施設名称	所在地	電話番号	1号 定員	2・3号 定員	受託 年齢	保育標準時間		保育短時間	
							利用可能時間	延長保育	利用可能時間	延長保育
046	ずだじこども園	恩地町291	427-2332	160	100	6カ月	7:00~18:00	○	8:00~16:00	◎
047	太陽こども園	飯田町1507	426-1515	15	150	産休明	7:00~18:00	○	8:00~16:00	◎
048	太陽第二こども園	白羽町1231	441-0006	12	90	産休明	7:00~18:00	○	8:00~16:00	◎
049	平和こども園	三島町1200	443-1601	240	260	6カ月	7:00~18:00	○	8:30~16:30	◎
050	なかよしこども園	三島町1230	441-1122	12	120	産休明	7:00~18:00	○	8:00~16:00	◎
051	ハローこども園	下江町522	425-5586	15	90	産休明	7:00~18:00	○	8:00~16:00	◎
052	たかつか光こども園	高塚町2312-16	449-8000	8	90	産休明	7:00~18:00	○	8:15~16:15	◎
053	はあもにいこども園	三和町782	464-8770	15	100	産休明	7:00~18:00	○	8:00~16:00	◎
054	若林こどもの園	若林町2658-1	401-3786	9	120	6カ月	7:00~18:00	○	8:00~16:00	◎
055	遊歩の丘みなみプレスクール	新橋町917	447-0108	82	120	産休明	7:00~18:00	○	8:30~16:30	◎

### 【北区】

No.	施設名称	所在地	電話番号	1号 定員	2・3号 定員	受託 年齢	保育標準時間		保育短時間	
							利用可能時間	延長保育	利用可能時間	延長保育
056	クリストファーこども園	三方原町2762	430-1700	135	90	6カ月	7:00~18:00	○	8:30~16:30	◎
057	聖隷こども園わかば	根洗町645-1	437-0822	15	190	産休明	7:00~18:00	○	8:30~16:30	◎
058	なごみこども園	三方原町1367-1	420-7530	15	120	産休明	7:00~18:00	○	8:00~16:00	◎
059	こども園みらい	三幸町159-1	439-3060	9	130	産休明	7:00~18:00	○	8:30~16:30	◎
060	聖隷こども園桜ヶ丘	都田町8749-3	428-2494	0	170	産休明	7:00~18:00	○	8:00~16:00	◎
061	みどりのもり都田	都田町6497-1	428-3208	15	190	産休明	7:00~18:00	○	8:00~16:00	◎

### 【浜北区】

No.	施設名称	所在地	電話番号	1号 定員	2・3号 定員	受託 年齢	保育標準時間		保育短時間	
							利用可能時間	延長保育	利用可能時間	延長保育
062	認定こども園きじの里	染地台五丁目4-3	585-3375	6	130	産休明	7:00~18:00	○	8:30~16:30	◎
063	子育てセンターこまつ	小松3221	584-0170	3	120	産休明	7:00~18:00	○	8:30~16:30	◎
064	子育てセンターきぶね	貴布祢2668	584-0172	3	150	産休明	7:00~18:00	○	8:30~16:30	◎
065	子育てセンターしばもと	於呂3087-2	580-0050	6	120	産休明	7:00~18:00	○	8:30~16:30	◎
066	子育てセンターしんばら	新原2669	580-1011	6	150	産休明	7:00~18:00	○	8:30~16:30	◎
067	子育てセンターなかぜ	中瀬673	584-0174	6	120	産休明	7:00~18:00	○	8:30~16:30	◎
068	遊歩の丘はまなこども園	小松1285-1	585-4141	15	210	産休明	7:00~18:00	○	8:30~16:30	◎
069	子育てセンターかきのみ	中瀬2308	545-3870	9	140	産休明	7:00~18:00	○	8:30~16:30	◎
070	あゆみの森こども園	寺島2889-1	585-2345	15	210	産休明	7:00~18:00	○	8:30~16:30	◎
071	子育てセンターみゅうのおか	根堅2596-1	545-6380	6	80	産休明	7:00~18:00	○	8:30~16:30	◎
072	こども園ことり	内野5221-5	585-0260	15	90	6カ月	7:00~18:00	○	8:00~16:00	◎
073	ひらくちかえでこども園	平口160	585-1701	9	90	産休明	7:00~18:00	○	8:00~16:00	◎
074	風の子こども園	平口1973	544-4150	15	120	産休明	7:15~18:15	○	8:30~16:30	◎
075	森のいえはまきた	於呂2739	580-3131	8	120	産休明	7:00~18:00	○	8:30~16:30	◎

### 【天竜区】

No.	施設名称	所在地	電話番号	1号 定員	2・3号 定員	受託 年齢	保育標準時間		保育短時間	
							利用可能時間	延長保育	利用可能時間	延長保育
076	子育てセンターすぎのこ(※1)	大谷111-1	922-0170	6	60	産休明	7:00~18:00	○	8:30~16:30	◎
077	子育てセンターやまびこ(※1)	山東3577	922-0180	9	90	産休明	7:00~18:00	○	8:30~16:30	◎

※1 子育てセンターすぎのこ及び子育てセンターやまびこの設置主体から、子育てセンターすぎのこを令和11年3月末に閉園し、子育てセンターやまびこに統合する計画が提出されています。詳細は各施設にお問い合わせください。

## 《保育所型認定こども園》

(令和6年4月1日予定)

### 【東区】

◎:利用可能時間前後の延長保育実施 ○:利用可能時間後の延長保育実施  
●:利用可能時間前の延長保育実施 ー:延長保育実施なし

No.	施設名称	所在地	電話番号	1号 定員	2・3号 定員	受託 年齢	保育標準時間		保育短時間	
							利用可能時間	延長保育	利用可能時間	延長保育
078	あそびこども園浜松	下石田町320	422-2525	35	200	3カ月	7:00~18:00	○	8:30~16:30	◎
079	浜っ子こども園	松小池町340	421-6800	6	130	3カ月	7:00~18:00	○	8:30~16:30	◎
080	あそび西ヶ崎こども園	西ヶ崎町1430-1	589-5757	6	120	3カ月	7:00~18:00	○	8:30~16:30	◎

### 【浜北区】

No.	施設名称	所在地	電話番号	1号 定員	2・3号 定員	受託 年齢	保育標準時間		保育短時間	
							利用可能時間	延長保育	利用可能時間	延長保育
081	うちのの丘。こども園	内野二丁目13-6	544-7080	6	80	6カ月	7:00~18:00	○	8:30~16:30	◎

※ “End of Maternity Leave” in the “Accepted Ages” column means that you can enroll in the facility from 57 days after birth, regardless of whether you took maternity leave or not.

## 《市立保育園》

(令和6年4月1日予定)

### 【中区】

◎:利用可能時間前後の延長保育実施 ○:利用可能時間後の延長保育実施  
●:利用可能時間前の延長保育実施 ー:延長保育実施なし

No.	施設名称	所在地	電話番号	定員	受託 年齢	保育標準時間		保育短時間	
						利用可能時間	延長保育	利用可能時間	延長保育
082	浜松市立南保育園	浅田町73-39	452-1413	120	産休明	7:30~18:30	◎	8:30~16:30	◎
083	浜松市立鴨江保育園	鴨江二丁目8-1(※2)	453-1206	140	産休明	7:30~18:30	○	8:30~16:30	◎
084	浜松市立花川保育園	西丘町1000	436-1205	80	産休明	7:30~18:30	○	8:30~16:30	◎
085	浜松市立江西保育園	神田町176	441-8121	110	産休明	7:30~18:30	○	8:30~16:30	◎
086	浜松市立権現谷保育園	富塚町1480-1	474-2765	140	産休明	7:30~18:30	○	8:30~16:30	◎
087	浜松市立佐鳴台保育園	佐鳴台三丁目30-1(※3)	449-0744	140	産休明	7:30~18:30	○	8:30~16:30	◎
088	浜松市立寺島保育園	寺島町285-5	456-3248	130	産休明	7:30~18:30	○	8:30~16:30	◎
089	浜松市立西保育園	布橋二丁目4-17	474-6322	110	産休明	7:30~18:30	◎	8:30~16:30	◎

※2 浜松市立鴨江保育園は、令和6年度に大規模改修工事の計画があります。  
計画通りに工事が行われた場合、工事期間中(令和6年7月~令和7年3月を予定)は、佐鳴台三丁目30-1に移転する予定です(仮園舎として、現在の浜松市立佐鳴台保育園を使用)。

※3 浜松市立佐鳴台保育園は、令和6年7月から佐鳴台三丁目31-2に建設中の新園舎に移転する予定です。

### 【東区】

No.	施設名称	所在地	電話番号	定員	受託 年齢	保育標準時間		保育短時間	
						利用可能時間	延長保育	利用可能時間	延長保育
090	浜松市立中ノ町保育園	中野町2598-2	421-0327	80	産休明	7:30~18:30	○	8:30~16:30	◎
091	浜松市立積志保育園	有玉北町1264	434-0138	120	産休明	7:30~18:30	○	8:30~16:30	◎
092	浜松市立笠井保育園	笠井町1284	434-1636	90	産休明	7:30~18:30	◎	8:30~16:30	◎

### 【西区】

No.	施設名称	所在地	電話番号	定員	受託 年齢	保育標準時間		保育短時間	
						利用可能時間	延長保育	利用可能時間	延長保育
093	浜松市立神田原保育園	西山町2150-2	485-8550	100	産休明	7:30~18:30	○	8:30~16:30	◎
094	浜松市立舞阪第1保育園	舞阪町弁天島3885	592-0004	80	産休明	7:00~18:00	○	8:30~16:30	◎
095	浜松市立舞阪第2保育園	舞阪町舞阪2659-3	592-3552	90	産休明	7:00~18:00	○	8:30~16:30	◎
096	浜松市立雄踏保育園	雄踏町宇布見5461	592-0502	140	産休明	7:30~18:30	●	8:30~16:30	◎

### 【南区】

No.	施設名称	所在地	電話番号	定員	受託 年齢	保育標準時間		保育短時間	
						利用可能時間	延長保育	利用可能時間	延長保育
097	浜松市立可美保育園	若林町70-1	447-0713	150	産休明	7:30~18:30	○	8:30~16:30	◎

### 【北区】

No.	施設名称	所在地	電話番号	定員	受託 年齢	保育標準時間		保育短時間	
						利用可能時間	延長保育	利用可能時間	延長保育
098	浜松市立三方原保育園	東三方町21-1	436-1208	110	産休明	7:30~18:30	○	8:30~16:30	◎
099	浜松市立引佐保育園	引佐町井伊谷717	542-0268	90	産休明	7:15~18:15	○	8:30~16:30	◎
100	浜松市立三ヶ日保育園	三ヶ日町三ヶ日811-5	525-0955	120	産休明	7:30~18:30	ー	8:30~16:30	◎
101	浜松市立都筑保育園	三ヶ日町都筑1789-6	526-7751	90	産休明	7:30~18:30	ー	8:30~16:30	◎

## 《私立保育所》

(令和6年4月1日予定)

### 【中区】

◎:利用可能時間前後の延長保育実施 ○:利用可能時間後の延長保育実施  
●:利用可能時間前の延長保育実施 ー:延長保育実施なし

No.	施設名称	所在地	電話番号	定員	受託 年齢	保育標準時間		保育短時間	
						利用可能時間	延長保育	利用可能時間	延長保育
102	ロイコスプレスクール	城北二丁目16-36	471-0391	60	産休明	7:15~18:15	○	8:00~16:00	◎
103	こばと保育園	高林四丁目14-13	471-0739	120	6カ月	7:00~18:00	○	8:00~16:00	◎
104	天使園子どもの家	成子町23-1	452-0203	70	産休明	7:25~18:25	○	9:00~17:00	◎
105	愛恵保育園	鴨江三丁目3-37	453-5526	80	産休明	7:00~18:00	○	8:30~16:30	◎
106	ヘリオスプレスクール	法枝町124	442-9198	110	4カ月	7:15~18:15	○	8:00~16:00	◎
107	ルンビニープレスクール	北寺島町160	453-3568	70	産休明	7:00~18:00	○	8:00~16:00	◎
108	なのはな保育園	中央三丁目4-7	453-2620	100	産休明	7:00~18:00	○	8:30~16:30	◎
109	チャイルドスクエア浜松花川	花川町1846	414-1212	60	産休明	7:15~18:15	○	8:30~16:30	◎
110	まつのき保育園	西伊場町7-5	488-6166	110	4カ月	7:20~18:20	ー	8:30~16:30	◎
111	みみ・あんふあんしゅしゅ	和合町220-489	523-7488	60	6カ月	7:00~18:00	○	8:00~16:00	◎

※ “End of Maternity Leave” in the “Accepted Ages” column means that you can enroll in the facility from 57 days after birth, regardless of whether you took maternity leave or not.

## 《私立保育所》

(令和6年4月1日予定)

### 【東区】

◎: 利用可能時間前後の延長保育実施 ○: 利用可能時間後の延長保育実施  
●: 利用可能時間前の延長保育実施 ー: 延長保育実施なし

No.	施設名称	所在地	電話番号	定員	受託年齢	保育標準時間		保育短時間	
						利用可能時間	延長保育	利用可能時間	延長保育
112	ルミーナプレスクール	和田町315	463-1278	120	6カ月	7:00~18:00	○	8:00~16:00	◎
113	みどり保育園	有玉西町1222	433-9734	160	産休明	7:00~18:00	○	8:00~16:00	◎
114	どんぐり保育園	中郡町1872	433-5330	90	4カ月	7:20~18:20	○	8:30~16:30	◎
115	イーエーエスはんだやま保育園	半田山二丁目24-3	432-7076	60	産休明	7:00~18:00	○	8:00~16:00	◎

### 【西区】

No.	施設名称	所在地	電話番号	定員	受託年齢	保育標準時間		保育短時間	
						利用可能時間	延長保育	利用可能時間	延長保育
116	生命の樹保育園	神ヶ谷町8291-4	485-0524	60	産休明	7:00~18:00	○	8:30~16:30	◎
117	わかくさ保育園	入野町920-1	448-7777	150	産休明	7:00~18:00	○	9:00~17:00	◎
118	館山寺保育園	館山寺町2418-1	487-1611	90	産休明	7:00~18:00	○	9:00~17:00	◎
119	大平台わかくさ保育園	神ヶ谷町2042	485-9000	90	産休明	7:00~18:00	○	8:30~16:30	◎
120	ヒーローズ浜松西保育園	雄踏二丁目6-21	592-8236	160	産休明	7:00~18:00	○	8:00~16:00	◎
121	伊左地保育園	大人見町2966	485-2700	120	産休明	7:00~18:00	○	8:30~16:30	◎
122	チャイルドスクエア浜松篠原	篠原町22451	415-2525	60	産休明	7:15~18:15	○	8:30~16:30	◎
123	ヒーローズさなるこ保育園	入野町10659	543-6282	90	3カ月	7:00~18:00	○	8:00~16:00	◎

### 【南区】

No.	施設名称	所在地	電話番号	定員	受託年齢	保育標準時間		保育短時間	
						利用可能時間	延長保育	利用可能時間	延長保育
124	エオスプレスクール	遠州浜四丁目1-2	425-7435	90	産休明	7:15~18:15	○	8:00~16:00	◎

### 【北区】

No.	施設名称	所在地	電話番号	定員	受託年齢	保育標準時間		保育短時間	
						利用可能時間	延長保育	利用可能時間	延長保育
125	初生保育園	東三方町185-2	436-7102	160	4カ月	7:00~18:00	○	8:30~16:30	◎
126	ひまわり保育園	豊岡町317-2	420-2700	110	産休明	7:00~18:00	○	8:00~16:00	◎
127	はらっぱ保育園	三幸町440-10	482-9207	120	産休明	7:00~18:00	○	8:30~16:30	◎
128	ひまわり第二保育園	豊岡町474-1	420-8000	120	産休明	7:00~18:00	○	8:00~16:00	◎
129	たんぽぽ保育園	初生町33-1	488-8700	130	産休明	7:00~18:00	○	8:30~16:30	◎
130	ひがしみかた保育園	東三方町519-5	401-1231	120	6カ月	7:00~18:00	○	8:30~16:30	◎
131	はぐみなの風保育園	根洗町693	414-8937	70	6カ月	7:00~18:00	○	8:30~16:30	◎
132	細江保育園	細江町気賀431	522-0596	160	産休明	7:15~18:15	○	8:30~16:30	◎
133	チャイルドスクエア浜松三ヶ日	三ヶ日町三ヶ日916-70	524-4188	60	産休明	7:15~18:15	○	8:30~16:30	◎
134	れんりの子	都田町8503-19	428-3500	60	6カ月	7:00~18:00	○	8:00~16:00	◎

### 【浜北区】

No.	施設名称	所在地	電話番号	定員	受託年齢	保育標準時間		保育短時間	
						利用可能時間	延長保育	利用可能時間	延長保育
135	くすのき保育園	高畑897	589-3340	120	4カ月	7:20~18:20	○	8:30~16:30	◎
136	浜北西保育園	新原4284-1	585-5590	120	産休明	7:00~18:00	○	8:30~16:30	◎
137	はなのこ保育園	内野619-5	586-3300	80	6カ月	7:00~18:00	○	8:00~16:00	◎
138	ヒーローズはまきた保育園	高畑474	585-6161	110	3カ月	7:00~18:00	○	8:00~16:00	◎



※ “End of Maternity Leave” in the “Accepted Ages” column means that you can enroll in the facility from 57 days after birth, regardless of whether you took maternity leave or not.

# 《小規模保育事業》

(令和6年4月1日予定)

## 【中区】

※○: 利用可能時間前後の延長保育実施 ○: 利用可能時間後の延長保育実施  
●: 利用可能時間前の延長保育実施 - : 延長保育実施なし

No.	施設名称	所在地	電話番号	定員	受託 年齢	保育標準時間		保育短時間	
	(連携施設) 施設名称	連携施設所在地	—			利用可能時間	延長保育	利用可能時間	延長保育
139	託児所みんなおいで	富塚町649-7	476-4486	12	産休明	7:00~18:00	○	8:00~16:00	◎
	(連携施設) 富塚幼稚園	富塚町659	—				—		
	城北幼稚園	文丘町27-3	—				—		
140	はぐみな第二保育園	葵西六丁目6-24	570-3583	19	6カ月	7:00~18:00	○	8:30~16:30	◎
	(連携施設) 湖東幼稚園	(西区)湖東町1169-179	—				—		
141	ととけっこー	曳馬三丁目36-34	411-3390	12	産休明	7:00~18:00	—	8:30~16:30	◎
	(連携施設) ひくまこども園(保育園機能)	曳馬四丁目8-12	—				—		
142	エンゼル第二保育園	高丘東四丁目4-12	437-4108	19	3カ月	7:00~18:00	—	8:00~16:00	◎
	(連携施設) 湖東幼稚園	(西区)湖東町1169-179	—				—		
	平成幼稚園	高丘北三丁目16-14	—				—		
143	アソカ学園 城北ナーサリー	文丘町27-22	401-1551	19	6カ月	7:30~18:30	—	8:30~16:30	—
	(連携施設) 城北幼稚園	文丘町27-3	—				—		
144	ぬくもりのうち保育浜松園	中央三丁目7-1-105-2	401-0588	12	産休明	7:30~18:30	○	8:00~16:00	◎
	(連携施設) 松城幼稚園	鹿谷町1-1	—				—		
145	ハレルヤ第二愛児園	花川町351	438-8996	19	産休明	7:00~18:00	—	8:00~16:00	—
	(連携施設) 湖東幼稚園	(西区)湖東町1169-179	—				—		
146	保育ルーム瑞雲	佐藤三丁目15-9	464-8000	9	産休明	7:00~18:00	—	8:30~16:30	◎
	(連携施設) 瑞雲こども園(保育園機能)	佐藤二丁目22-1	—				—		
	(※4) まるづかこども園(保育園機能)	(東区)丸塚町287-1	—				—		
147	みみ・あんふあん	幸一丁目2-17	482-8933	12	6カ月	7:00~18:00	○	8:00~16:00	◎
	(連携施設) みみ・あんふあんしゅしゅ	和合町220-489	—				—		
148	和敬第二愛育園	高丘西三丁目30-17	439-7587	19	6カ月	7:30~18:30	—	8:30~16:30	◎
	(連携施設) 平成幼稚園	高丘北三丁目16-14	—				—		
149	第二はままつ保育園	田町231-14	453-1717	19	産休明	7:30~18:30	○	9:30~17:30	◎
	(連携施設) 日本文教幼稚園	常盤町141-20	—				—		
150	聖隷のあ保育園	常盤町144-6	488-5533	19	産休明	7:00~18:00	○	8:30~16:30	◎
	(連携施設) 聖隷こども園ひかりの子(保育園機能)	(東区)天王町1896	—				—		
151	ぬくもりのうち保育砂山町園	砂山町1091	543-7400	12	6カ月	7:30~18:30	○	9:00~17:00	◎
	(連携施設) ずだじこども園(幼稚園機能)	(南区)恩地町291	—				—		
152	エンゼル第三保育園	高丘東四丁目5-39	437-4108	19	3カ月	7:00~18:00	—	8:00~16:00	◎
	(連携施設) 湖東幼稚園	(西区)湖東町1169-179	—				—		
153	ヒーローズ早出保育園	早出町1362-8	544-6470	19	3カ月	7:00~18:00	○	8:00~16:00	◎
	(連携施設) 早出幼稚園	早出町1414-1	—				—		
154	スクルドエンジェル保育園 浜松園	富塚町1933-1 1B3号室	525-7500	19	産休明	7:00~18:00	○	8:00~16:00	◎
	(連携施設) 松城幼稚園	鹿谷町1-1	—				—		
	富塚幼稚園	富塚町659	—				—		
155	ぬくもりのうち保育 高丘園	高丘東四丁目38-22	424-5955	12	6カ月	7:30~18:30	○	9:00~17:00	◎
	(連携施設) 湖東幼稚園	(西区)湖東町1169-179	—				—		
156	しあわせいっぱい保育園	常盤町143-27	523-9261	19	産休明	7:00~18:00	○	8:00~16:00	◎
	細江保育園	(北区)細江町気賀431	—				—		
	あけぼの幼稚園	城北二丁目5-28	—				—		
	日本文教幼稚園	常盤町141-20	—				—		
	(連携施設) 花園幼稚園(幼稚園機能)	(西区)篠原町9376-1	—				—		
157	ハグくみベビー浜松園	名塚町162-1	401-8932	19	6カ月	7:00~18:00	○	9:00~17:00	◎
	(連携施設) 日本文教幼稚園	常盤町141-20	—				—		
158	はぐみなの息吹保育園	西丘町145	420-8937	19	6カ月	7:00~18:00	○	8:30~16:30	◎
	(連携施設) 湖東幼稚園	(西区)湖東町1169-179	—				—		
159	ヒーローズなかじま保育園	中島二丁目20-3	544-9727	19	3カ月	7:00~18:00	○	8:00~16:00	◎
	(連携施設) さなる幼稚園	(西区)大平台四丁目9-1	—				—		
	浜名幼稚園	(西区)舞阪町浜田76	—				—		
160	LIGHT HOUSE 保育園	曳馬六丁目21-43	473-7522	19	産休明	7:00~18:00	○	8:00~16:00	◎
	(連携施設) 早出幼稚園	早出町1414-1	—				—		
161	ハビネス保育園	佐鳴台三丁目38-1	523-6097	15	6カ月	7:30~18:30	—	9:00~17:00	◎
	(連携施設) 富塚幼稚園	富塚町659	—				—		
	松城幼稚園	鹿谷町1-1	—				—		
162	みかんの家	西伊場町7-4	488-6167	12	4カ月	7:20~18:20	—	8:30~16:30	◎
	(連携施設) まつのき保育園	西伊場町7-5	—				—		
163	和敬第三愛育園	高丘西二丁目34-14	488-5040	12	6カ月	7:30~18:30	—	8:30~16:30	◎
	(連携施設) さなる幼稚園	(西区)大平台四丁目9-1	—				—		

※4 保育ルーム瑞雲の連携施設は、原則「瑞雲こども園」が卒園後の受け皿となります。詳細は保育ルーム瑞雲へお問い合わせください。

※ “End of Maternity Leave” in the “Accepted Ages” column means that you can enroll in the facility from 57 days after birth, regardless of whether you took maternity leave or not.

## 《小規模保育事業》

(令和6年4月1日予定)

### 【東区】

※◎:利用可能時間前後の延長保育実施 ○:利用可能時間後の延長保育実施  
●:利用可能時間前の延長保育実施 ー:延長保育実施なし

No.	施設名称		所在地	電話番号	定員	受託 年齢	保育標準時間		保育短時間	
	(連携施設)	施設名称					利用可能時間	延長保育	利用可能時間	延長保育
164		つばめ保育園	有玉西町2197-2	571-1729	16	5カ月	7:30~18:30	○	8:00~16:00	◎
	(連携施設)	あけぼの幼稚園	(中区)城北二丁目5-28	—			—			
	(連携施設)	浜松葵幼稚園	(中区)幸四丁目27-1	—			—			
165		それいゆ保育園	大瀬町413-2	582-7210	15	産休明	7:30~18:30	—	8:00~16:00	◎
	(連携施設)	北浜幼稚園	(浜北区)貴布祢409	—			—			
	(連携施設)	早出幼稚園	(中区)早出町1414-1	—			—			
166		小規模保育室いずみっこ	小池町743-1	435-4030	12	産休明	7:00~18:00	—	8:00~16:00	◎
	(連携施設)	いずみこども園(保育園機能)	小池町710	—			—			
167		ありがとう保育園	半田山五丁目4-15	070-5256-0377	12	産休明	7:30~18:30	—	8:30~16:30	◎
	(連携施設)	ひがしみかた保育園	(北区)東三方町519-5	—			—			
	(連携施設)	日本文教幼稚園	(中区)常盤町141-20	—			—			
	(連携施設)	早出幼稚園	(中区)早出町1414-1	—			—			
	(連携施設)	旭ヶ丘幼稚園	(北区)初生町1139	—			—			
168		さくら第二保育園	小池町2693	466-1555	18	産休明	7:00~18:00	○	8:00~16:00	◎
	(連携施設)	天王幼稚園	天王町943	—			—			
	(連携施設)	海の星の宮幼稚園	大瀬町27-32	—			—			
169		遊歩の丘かみにしナーサリー	上西町863	468-1818	18	産休明	7:00~18:00	○	8:30~16:30	◎
	(連携施設)	遊歩の丘かみにしこども園(保育園機能)	上西町853-2	—			—			
170		ぬくもりのおうち保育西ヶ崎園	西ヶ崎町757-1	544-9001	12	6カ月	7:30~18:30	○	9:00~17:00	◎
	(連携施設)	若宮こども園(保育園機能)	大瀬町2050	—			—			
	(連携施設)	旭ヶ丘幼稚園	初生町1139	—			—			
171		そらいろのおうち	上石田町1558-1	401-7715	12	6カ月	7:00~18:00	—	8:00~16:00	—
	(連携施設)	そらいろこども園(保育園機能)	市野町1084	—			—			
172		浜松東保育園	篠ヶ瀬町581	401-5590	18	6カ月	7:00~18:00	○	8:30~16:30	◎
	(連携施設)	浜松東こども園(保育園機能)	篠ヶ瀬町580-3	—			—			
	(連携施設)	浜北西保育園	(浜北区)新原4284-1	—			—			

### 【西区】

No.	施設名称		所在地	電話番号	定員	受託 年齢	保育標準時間		保育短時間	
	(連携施設)	施設名称					連携施設所在地	—	利用可能時間	延長保育
—	優風保育園		令和6年3月31日に廃止予定							
173	佐鳴保育園		入野町9277-1(※5)	448-5268	19	産休明	7:30～18:30	○	8:00～16:00	◎
	(連携施設)	志都呂幼稚園	志都呂町1302	—			—			
	(連携施設)	さなる幼稚園	大平台四丁目9-1	—			—			
174	いりの森。浜松幼稚園舎		入野町16104-1	482-9383	12	6カ月	7:30～18:30	—	8:30～16:30	◎
	(連携施設)	志都呂幼稚園	志都呂町1302	—			—			
175	入野保育園		入野町10824-1	401-1004	10	産休明	7:00～18:00	—	8:00～16:00	◎
	(連携施設)	入野こども園(保育園機能)	入野町10827-1	—			—			
176	ヒーローズおおひらだい保育園		大平台二丁目17-28	489-5366	19	3カ月	7:00～18:00	○	8:00～16:00	◎
	(連携施設)	さなる幼稚園	大平台四丁目9-1	—			—			
	(連携施設)	浜名幼稚園	舞阪町浜田76	—			—			

※5 佐鳴保育園は、令和6年5月に入野町6361へ移転予定

※ “End of Maternity Leave” in the “Accepted Ages” column means that you can enroll in the facility from 57 days after birth, regardless of whether you took maternity leave or not.

# 《小規模保育事業》

(令和6年4月1日予定)

## 【南区】

※◎: 利用可能時間前後の延長保育実施 ○: 利用可能時間後の延長保育実施  
●: 利用可能時間前の延長保育実施 —: 延長保育実施なし

No.	施設名称		所在地	電話番号	定員	受託 年齢	保育標準時間		保育短時間	
	(連携施設)	施設名称					利用可能時間	延長保育	利用可能時間	延長保育
177		すこやか保育園	三島町103-1	444-3730	19	6カ月	7:30~18:30	○	8:00~16:00	◎
	(連携施設)	平和こども園(幼稚園機能)	三島町1200	—				—		
	(連携施設)	ずだじこども園(幼稚園機能)	恩地町291	—				—		
178		ニチキッズ南浜松保育園	安松町12-10	467-5031	19	産休明	7:00~18:00	—	8:00~16:00	◎
	(連携施設)	恩地町291	—	—				—		
179		みつばち保育園	瓜内町844-3	444-3282	18	産休明	7:30~18:30	—	8:00~16:00	—
	(連携施設)	ずだじこども園(幼稚園機能)	恩地町291	—				—		
180		えんのき保育園	参野町128	424-6822	12	産休明	7:00~18:00	○	8:00~16:00	◎
	(連携施設)	なかよし第2こども園(保育園機能)	(中区) 領家三丁目23-13	—				—		
181		こどものうち すいーとびー	恩地町297-2	427-2332	12	6カ月	7:00~18:00	○	8:00~16:00	◎
	(連携施設)	ずだじこども園(保育園機能)	恩地町291	—				—		
182		たいようナーサリールーム	飯田町1461-1	424-6630	12	産休明	7:00~18:00	○	8:00~16:00	◎
	(連携施設)	太陽こども園(幼稚園機能)	飯田町1507	—				—		
	(連携施設)	太陽こども園(保育園機能)	飯田町1507	—				—		
	(連携施設)	太陽第二こども園(保育園機能)	白羽町1231	—				—		
183		ゆりのき保育園	三島町1226-2	424-8911	12	産休明	7:00~18:00	○	8:00~16:00	◎
	(連携施設)	なかよしこども園(保育園機能)	三島町1230	—				—		
	(連携施設)	なかよしこども園(幼稚園機能)	三島町1230	—				—		

## 【北区】

No.	施設名称		所在地	電話番号	定員	受託 年齢	保育標準時間		保育短時間	
	(連携施設)	施設名称					利用可能時間	延長保育	利用可能時間	延長保育
184		なごみ保育室	三方原町1364-5	525-9666	12	産休明	7:00~18:00	○	8:00~16:00	◎
	(連携施設)	なごみこども園(保育園機能)	三方原町1367-1	—				—		
185		もくば保育園	初生町1303-5	437-5300	17	6カ月	7:00~18:00	○	8:30~16:30	◎
	(連携施設)	上池くらこども園(保育園機能)	(中区) 城北二丁目25-43	—				—		
	(連携施設)	旭ヶ丘幼稚園	初生町1139	—				—		
186		nursery garden こぐま	豊岡町416-2	401-1780	9	6カ月	7:00~18:00	○	8:00~16:00	◎
	(連携施設)	なかざわこども園(幼稚園機能)	(中区) 中沢町58-9	—				—		
	(連携施設)	なかざわこども園(保育園機能)	(中区) 中沢町58-9	—				—		
	(連携施設)	こども園ことり(幼稚園機能)	(浜北区) 内野5221-5	—				—		
	(連携施設)	こども園ことり(保育園機能)	(浜北区) 内野5221-5	—				—		
187		nursery ちいさいおうち	豊岡町416-4	401-0740	9	6カ月	7:00~18:00	○	8:00~16:00	◎
	(連携施設)	なかざわこども園(幼稚園機能)	(中区) 中沢町58-9	—				—		
	(連携施設)	なかざわこども園(保育園機能)	(中区) 中沢町58-9	—				—		
	(連携施設)	こども園ことり(幼稚園機能)	(浜北区) 内野5221-5	—				—		
	(連携施設)	こども園ことり(保育園機能)	(浜北区) 内野5221-5	—				—		

## 【浜北区】

No.	施設名称		所在地	電話番号	定員	受託 年齢	保育標準時間		保育短時間	
	(連携施設)	施設名称					利用可能時間	延長保育	利用可能時間	延長保育
188		ヒーローズ貴布祢保育園	貴布祢2484	443-9290	19	3カ月	7:00~18:00	○	8:00~16:00	◎
	(連携施設)	早出幼稚園	(中区) 早出町1414-1	—				—		
	(連携施設)	ヒーローズはまきた保育園	高畑474	—				—		
189		トットハウス浜北なかぜ	中瀬2628-16	401-5360	19	6カ月	7:00~18:00	○	8:00~16:00	◎
	(連携施設)	北浜幼稚園	貴布祢409	—				—		
190		(仮) 浜名の星保育園	小松514	098-840-5678(※6)	19	産休明	7:00~18:00	○	8:00~16:00	◎
	(連携施設)	北浜幼稚園	貴布祢409	—				—		

※6 (仮) 浜名の星保育園は、令和6年度新設のため、設置者である法人または同法人が運営している他の施設の電話番号を記載しています。

※ “End of Maternity Leave” in the “Accepted Ages” column means that you can enroll in the facility from 57 days after birth, regardless of whether you took maternity leave or not.

## 《事業所内保育事業》

(令和6年4月1日予定)

### 【中区】

◎: 利用可能時間前後の延長保育実施 ○: 利用可能時間後の延長保育実施  
●: 利用可能時間前の延長保育実施 - : 延長保育実施なし

No.	施設名称		所在地	電話番号	定員	受託年齢	保育標準時間		保育短時間	
	(連携施設)	施設名称					利用可能時間	延長保育	利用可能時間	延長保育
191		聖隷浜松病院ひばり保育園 (聖隷浜松病院)	住吉二丁目24-4	474-3123	20	産休明	7:30~18:30	○	8:30~16:30	◎
	(連携施設)	聖隷こども園めぐみ(保育園機能)	和合町555-1	—			—			
	(連携施設)	聖隷こども園ひかりの子(保育園機能)	(東区)天王町1896	—			—			
192		あゆみ保育園 (浜松医療センター)	佐鳴台五丁目9-5	454-0804	20	産休明	7:15~18:15	○	8:30~16:30	◎
		あけぼの幼稚園	城北二丁目5-28	—			—			
		駅南幼稚園	寺島町478	—			—			
		朝田幼稚園	法枝町116-1	—			—			
	(連携施設)	城北幼稚園	文丘町27-3	—			—			
		道分幼稚園	葵東二丁目10-23	—			—			
		美波幼稚園	(南区)大柳町50	—			—			
		百花幼稚園	(北区)根洗町1497-2	—			—			
193		キッズホームてんとうむし (特別養護老人ホームグリーンヒルズ東山)	花川町819	414-6011	9	産休明	7:00~18:00	○	8:30~16:30	◎
	(連携施設)	湖東幼稚園	(西区)湖東町1169-179	—			—			
194		しんえい保育園 (有限会社伸栄総合サービス)	泉二丁目31-10	476-5955	16	11ヵ月	7:00~18:00	○	8:30~16:30	◎
	(連携施設)	浜松菱幼稚園	幸四丁目27-1	—			—			
195		遊歩の丘まちなかナーサリー (社会福祉法人一葉会福祉事業団)	中央一丁目2-2 102号	401-4441	21	産休明	7:00~18:00	—	8:30~16:30	—
	(連携施設)	遊歩の丘かみにしこども園(保育園機能)	(東区)上西町853-2	—			—			
	(連携施設)	遊歩の丘みなみブレスクール (保育園機能)	(南区)新橋町917	—			—			
196		KIKI保育園 中島園 (合同会社REON)	中島四丁目8-5	544-9818	6	産休明	7:30~18:30	—	8:30~16:30	◎
	(連携施設)	ずだじこども園(幼稚園機能)	(南区)恩地町291	—			—			
	(連携施設)	平和こども園(幼稚園機能)	(南区)三島町1200	—			—			
197		(仮)あいあい保育ルーム (株式会社アイケア、株式会社遠江、 株式会社アイケアサービス、 株式会社あいの手、 医療法人社団愛寿会あいの街クリニック)	高丘東三丁目38-5	414-5577	19	3ヵ月	7:00~18:00	○	8:00~16:00	◎
		湖東幼稚園	(西区)湖東町1169-179	—			—			
	(連携施設)	松城幼稚園	鹿谷町1-1	—			—			
	(連携施設)	上池さくらこども園(保育園機能)	城北二丁目25-43	—			—			

### 【西区】

No.	施設名称		所在地	電話番号	定員	受託年齢	保育標準時間		保育短時間	
	(連携施設)	施設名称					利用可能時間	延長保育	利用可能時間	延長保育
198		湖東の森保育園 (特別養護老人ホーム湖東の杜)	湖東町1074	486-3513	8	3ヵ月	7:00~18:00	○	8:30~16:30	◎
	(連携施設)	湖東幼稚園	湖東町1169-179	—			—			
199		こりす保育園 (西山病院)	西山町518-6	485-7011	5	6ヵ月	7:30~18:30	○	8:30~16:30	◎
	(連携施設)	富塚幼稚園	(中区)富塚町659	—			—			

### 【南区】

No.	施設名称		所在地	電話番号	定員	受託年齢	保育標準時間		保育短時間	
	(連携施設)	施設名称					利用可能時間	延長保育	利用可能時間	延長保育
200		すみれ保育園 (すずかけセントラル病院)	法枝町227-3	443-1155	8	産休明	7:30~18:30	—	8:00~16:00	—
	(連携施設)	花園幼稚園(幼稚園機能)	(西区)篠原町9376-1	—			—			
	(連携施設)	さざんかこども園(保育園機能)	(西区)篠原町25654	—			—			

### 【北区】

No.	施設名称		所在地	電話番号	定員	受託年齢	保育標準時間		保育短時間	
	(連携施設)	施設名称					利用可能時間	延長保育	利用可能時間	延長保育
201		かもめ保育園 (しむら歯科医院、金子コード株式会社)	都田町8786	428-5202	17	6ヵ月	7:00~18:00	○	8:00~16:00	◎
	(連携施設)	旭ヶ丘幼稚園	初生町1139	—			—			

### 【浜北区】

No.	施設名称		所在地	電話番号	定員	受託年齢	保育標準時間		保育短時間	
	(連携施設)	施設名称					利用可能時間	延長保育	利用可能時間	延長保育
202		十全双葉保育園 (十全記念病院)	平口1969-1	585-4345	10	産休明	7:15~18:15	—	8:30~16:30	◎
	(連携施設)	旭ヶ丘幼稚園	(北区)初生町1139	—			—			
	(連携施設)	風の子こども園(保育園機能)	平口1973	—			—			

# Give it a try!

## I want to know more about Licensed Childcare Facilities

### Contact the Childcare Consultation Center!

Please contact the Childcare Consultation Center to talk about issues like enrollment procedures for Licensed Childcare Facilities. You can also use your smartphone or computer to video chat with consultants from the comfort of your own home. To get started, please call the Childcare Consultation Center (053-457-2833).



Find more about how to video call here →



## I want to know more about enrollment applications

### Please use our chatbot!

Get answers to questions like “How many vacancies does this facility have?” or “What do I need to be aware of when writing out my desired facilities?”

Find our chatbot here →

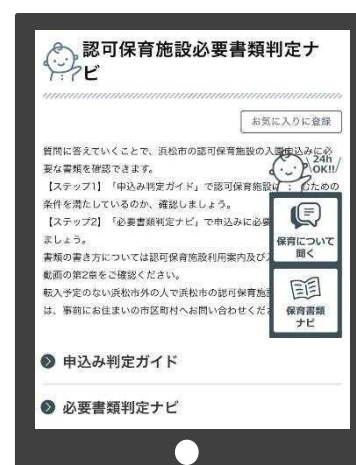


## What documents do I need to apply for enrollment?

### Check out our Licensed Childcare Facilities Required Document Navi!

You can check which documents you need to apply for enrollment in a Licensed Childcare Facility by just simply answering questions!

Find the Navi here! →





## Preschool Education and Childcare Division Enquiries

Enquiry Details	Contact Details
<ul style="list-style-type: none"> <li>• Consultations Regarding Procedures for Enrolling in a Licensed Childcare Facility (Including Transfers)</li> <li>• Consultations Regarding Amending Your Preferred Facilities or Sibling Classification</li> <li>• Information on Childcare Locations (Unlicensed Childcare Facilities And Nurseries)</li> <li>• Information on Temporary Childcare Services, and Childcare for Children who are Ill or Recovering from Illness.</li> <li>• Enrollment in Facilities Outside of Hamamatsu</li> </ul>	<p>Childcare Consultation Center 053-457-2833</p>
<ul style="list-style-type: none"> <li>• Children Enrolled in Licensed Childcare Facilities</li> <li>• Consultations Regarding the Younger Siblings of Children Already Enrolled</li> <li>• Calculating Childcare Fees</li> <li>• Using Municipal Kindergartens</li> </ul>	<p>Admissions Management Group 053-457-2867</p>
<ul style="list-style-type: none"> <li>• Children Enrolled in Kindergartens</li> <li>• No Fees For Kindergartens and Unlicensed Childcare Facilities</li> <li>• Daycare for 2 Year Olds at Private Kindergartens</li> <li>• Certification for Using a Company-Led Childcare Service</li> </ul>	<p>No Fee Project Group 053-457-2118</p>
<ul style="list-style-type: none"> <li>• Applications for Waiving the Fees for Temporary Childcare Services</li> <li>• Payment of Childcare Fees</li> </ul>	<p>Facility Invoicing and Settlement Group 053-457-2826</p>
<ul style="list-style-type: none"> <li>• Applications for Waiving Childcare Fees for Children who are Ill or Recovering from Illness</li> </ul>	<p>Planning and Coordinating Group 053-457-2827</p>
<ul style="list-style-type: none"> <li>• Information on the City-Approved Nursery Childcare Fee Reduction Certification System</li> </ul>	<p>Operations Group 053-457-2827</p>
<ul style="list-style-type: none"> <li>• Consultations about Children Requiring Medical Care</li> </ul>	<p>Educational Development Group 053-457-2117</p>



Having a MyNumber card will be very useful when applying for Licensed Childcare Facilities!



この用紙は「雑がみ」としてリサイクルしよう！



### Licensed Childcare Facility User Guide

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