

Final Confirmation
regarding 'Application for Approval on the necessity of child education/ nursing service' and
'Application for Admission in a child care institution'

教育・保育給付認定申請及び施設等利用調整申込に関する確認

Please read the followings carefully and understand the contents, then mark the checkbox and sign your name.
 以下の確認項目をよくお読みいただき、内容をご確認の上、各項目のチェック欄 □にチェックし、ご署名をお願いします。

Checklist 確認項目		Check チェック
Application 申請	Application for Admission in a child care institution (enrollment) is valid for the fiscal year. 施設等利用調整申込（保育申込）の有効期限は年度内です。	<input type="checkbox"/>
	If you make a false statement in the application, your child's admission will be cancelled. 虚偽の申請をした場合は、入所の決定を取り消します。	<input type="checkbox"/>
	If your family situation (e.g., your working conditions) is changed after filing the application, be sure to contact us immediately about the change. *If the change is known without any notice from you, your child's admission may be cancelled. 申請後、ご家庭の状況（就労状況等）に変更があった場合は、必ずご連絡ください。 ※ご連絡がなく変更が判明した場合、入所決定を取り消す場合があります。	<input type="checkbox"/>
	If we have any inquiries in the described contents, we may call you or your employer to make them clear. 提出書類の不明な点について、職場や保護者に連絡させていただく場合があります。	<input type="checkbox"/>
	If you wish to change your preferred institutions, visit us and submit a notice 'Change in Application for Admission in a child care institution' by each closing date of the month. 入所希望施設を変更する場合、変更希望月の申込締切日までに来庁し、『施設等利用調整変更申込書』を提出してください。	<input type="checkbox"/>
	Submit the 'Cancellation of Application for Admission in a child care institution' if you are no longer intend to have your child enrolled after filling the application. 申請後、入所の意思がなくなったときは、速やかに『保育所入所申込取消届』を提出してください。	<input type="checkbox"/>
	Be sure to visit and confirm that you agree with the childcare policies of the institution(s) to which you are going to apply for admission. Especially child care institutions other than municipal ones may have special missions and policies about childcare and they may charge you an extra fee (e.g., at a private child care center: expense for a uniform, educational materials and/or parents' association and so on; at a Certified Centers for Early Childhood Education and Care (ECEC Center) [Nintei Kodomoen]: fee for entrance preparation <approx. 50,000 - 150,000 yen depending on an institution> for a child who is admitted in a 3-year-old or elder class, besides the expense for a uniform or the fee for educational materials) in addition to the child care fee specified by Misato City. Please inquire at respective child care institutions about your visit and others. 入所希望施設については必ず見学や保育方針の確認をしてください。特に公立保育所以外の保育施設は施設によって保育目標が異なり、保育料以外に実費・上乗せ徴収を行っている場合があります。（私立保育園...制服、教材費、保護者会費等。認定こども園...制服、教材費のほか3歳児以上の入所時に入園準備金等〈施設により5～15万円程度〉） 見学の予約等は、各施設にお問い合わせください。	<input type="checkbox"/>
	If you are pregnant, submit photocopies of the cover page and the page stating your expected delivery date (of coming baby) in the section of "Relevant Personal Data (妊婦自身の記録)" of your Mother and Child Health Handbook . 出産の予定がある場合、『母子健康手帳の表紙と出産予定日を記録するページ（妊婦自身の記録（1））』の写しを提出してください。	<input type="checkbox"/>

	<p>Among the reasons of employment, if you fall under any of the following work categories: executive, self-employed, self-employed full-time worker, family full-time worker, home worker, or contract worker, and if the certificate of employment is provided by yourself or your family members, you will be required to provide a separate certificate (Business license, notification of opening of business, copy of contract/order documents, etc.) If appropriate documents are not submitted, you will not be recognized as "working" in the accreditation criterion table for childcare necessity.</p> <p>就労の事由のうち、役員、自営業主、自営業専従者、家族専従者、内職、業務委託のいずれかで申請し、就労証明書をご自身又はご家族などが記載する場合、別途証明書(営業許可証、開業届、契約・受注書類の写し等)の提出が必要です。書類の提出がない場合、保育必要性の認定基準表の「就労」に該当しません。</p>	<input type="checkbox"/>
Examination/ Allocation 利用調整	<p>Examination will be provided every month based on all applications which are filed on or before the monthly closing date. If you file your application after the closing date, your document will be sent to the examination of following month.</p> <p>利用調整は希望月の申込締切日までに提出された書類を基に行います。それ以降の提出については、次回の利用調整の審査対象となります。</p>	<input type="checkbox"/>
	<p>Notice of result of admission in April will be sent out in February. The notice of Admission in May or after will be sent out around the 20th of previous month of your preferred admission month.</p> <p>結果の通知は4月申込分については、概ね2月中に郵送します。5月以降の申請の結果については、利用希望月の前月20日頃に郵送します。</p>	<input type="checkbox"/>
	<p>Misato Shirayuri Hoikuen, Waseddako Chuo Hoikuen, other small child care institutions and child care institutions in the workplace are available until 2-year-old classes. Please note that children enrolling in a 3-year-old or elder class have to apply for transfer to another child care institution which you prefer most, then Misato City examines/ allocates them again.</p> <p>みさとしらゆり保育園、わせだっこ中央保育園、小規模保育事業及び事業所内保育事業は、2歳児クラスまでの施設です。3歳児クラスからは他の施設に転園の希望を出していただき、再び利用調整を行います。</p>	<input type="checkbox"/>
	<p>Following the notice of admission, your child is requested to attend the orientation meeting at his/her child care institution, so please be sure to attend it.</p> <p>入所内定後、保育施設で説明会を行いますので、必ず参加してください。</p>	<input type="checkbox"/>
	<p>I understand that the method to decide who is (not) to be admitted in case two or more applicants have the same index points under the criteria for approval on admission and how the decision is made.</p> <p>入所選考の方法及び指数が同点となった場合の判断基準によって、入所の承諾・不承諾の審査をしていることを理解しました。。</p>	<input type="checkbox"/>
	<p>I understand that the examination/ allocation for the admission is proceeded in order of the applicants' necessity of childcare service that Misato City assesses.</p> <p>市が保育の必要性が高いと判断した方から順番に利用調整を行うことを理解しました。</p>	<input type="checkbox"/>
	<p>If you decline admission after the decision has been made, the application itself will be cancelled. If you want your child to be eligible for examination/ allocation process, you will need to apply again. Also, if you apply again within the same fiscal year, the selection will be made after deducting points.</p> <p>入所決定後、入所を辞退した場合は、申請自体が取消となります。利用調整に係りたい場合は、再度申請が必要となります。また、年度内に再度申請をした場合は、減点した上での選考となります。</p>	<input type="checkbox"/>

Checklist 確認項目		Check チェック
<p>After entering in the child care institution, your child will have about a week of 'gradual entry' period to adjust to group nursing. 入所後、保育施設での集団生活に慣れるために1週間程度の「慣れ保育」があります。</p>		<input type="checkbox"/>
<p>Your child cannot be enrolled in a child care institution if it beyond the period of your Approval on the necessity of childcare service. 支給認定の認定期間を超えて、施設を利用することはできません。</p>		<input type="checkbox"/>
<p>If your child is admitted under any of the Reason mentioned below, the period of Approval on the necessity of childcare service is limited as mentioned below: 下記の認定事由ごとに、支給認定期間が限られています。</p>		<input type="checkbox"/>
Approval (guardian's status) 保護者の認定	Approved enrollment period 在園可能な期間	How to extend the enrollment period 在園継続の方法
Pregnancy/ childbirth 妊娠・出産	Approval is valid from the 1 st day of the month which is 2 months before your expected date of childbirth through the last day of the month in which the day of 8 weeks and one day after the childbirth falls. 出産予定日の属する月の2か月前の初日から出産日の8週間後の翌日の属する月の末日まで	After the permitted period of stay in the childcare institution, the child will be discharged from the institution, and the approval on the necessity of education/nursing service will not be changed and continued use of the service will not be allowed. 在園可能な期間後は退所となり、支給認定の変更及び継続利用はできません。
Job seeking 求職活動	3 months 3か月間	Submit a 'Change in Approval on the necessity of childcare service' and 'Certificate of employment' stating 64 actual working hours or more within 3 months from your child's admission. 入所から3か月以内に実働月 64 時間以上であることが確認できる『就労証明書』及び『支給認定変更申請書』を提出する。
Job offer 就労内定	3 months 3か月間	Submit a 'Change in Approval on the necessity of childcare service' and 'Certificate of employment' stating 64 actual working hours or more within 3 months from your child's admission. 入所から3か月以内に実働月 64 時間以上であることが確認できる『就労証明書』及び『支給認定変更申請書』を提出する。
Admission during childcare leave 育児休業中に入所	1 month 1か月間	You need to <u>return to your workplace where 'Certificate of acquisition for childcare leave' issued by the 1st day of next month of your child's admission, and submit a 'Certificate of return to work' to us.</u> 入所月の翌月1日までに育児休業取得証明書の発行を受けた職場に復職し、『復職証明書』を提出する。
<p>If your child is admitted under the reason of "job seeking" or "job offer" and you have started working, submit a photocopy of your pay statements for two months in order to confirm your actual working hours. 求職活動中又は就労内定の事由で入所した後、就労を開始した場合、勤務実績確認のため、2か月分の給与明細書の写しを提出してください。</p>		<input type="checkbox"/>

After admission
保育施設入所後

	<p>If your child does not attend his/her child care institution one month (from the beginning to the end of the month) due to the reason other than his/her illness or his/her mother's childbirth at her home town, your child's enrollment will be cancelled.</p> <p>児童の疾病もしくは里帰り出産以外の理由で月初から月末までの1か月間、保育施設の利用がない場合は退所となります。</p>	□
	<p>If your elder child is already attending a child care institution and you are taking a childcare leave for the younger one, the approval period of the elder one will be until the end of the fiscal year (March 31) that includes the day the younger one turns 2 years old. (If you cannot return to work by April 1 of the year mentioned above, your elder child has to leave his/her child care institution.)</p> <p>すでに上のお子さんが入所している方で、下のお子さんに係る育児休業を取得している場合、上のお子さんに対する育児休業での支給認定期間は、下のお子さんが2歳になった日の属する年度末までとなります。(4月1日までに復職ができない場合、上のお子さんは退所となります)</p>	□
	<p>If your family moves out of Misato City after admission, the child care service for your child may be discontinued.</p> <p>入所後、三郷市外に転出した場合、継続して通園できない場合があります。</p>	□
Childcare fee 保育料	<p>The child care fee is payable each month. Please be sure to pay by the due date. Even if your child withdraws from the institution in the middle of the month, you will be charged a half of the childcare fee until the 10th of the month and the full amount after the 11th of the month.</p> <p>保育料は1か月単位でご納付いただきます。納期限までに必ず納付してください。月の途中で退園しても、月の10日までは半額、11日以降は全額の保育料がかかります。</p>	□
	<p>If Misato City cannot confirm the municipal resident tax of the person under duty to support the child (because the person has not declared the Municipal Resident Tax, or if the resident tax certificate for a new resident has not been submitted), the highest childcare fee will be charged. But after filing a tax return or submitting a Certificate of Taxation/ Non-taxation etc. the childcare fee will re-determined.</p> <p>児童扶養義務者の市区町村民税が確認できない場合（住民税の申告をしていない場合、転入者で住民税課税証明書等が未提出の場合等）、保育料は最高額で決定します。申告後又は課税証明書等提出後、確認できた課税額を基に保育料を再決定します。</p>	□
	<p>If you have overdue payment(s) of childcare fee, make sure to settle the payment before application. If you are in arrears, it will adversely affect the examination/ allocation for your use of the service.</p> <p>保育料の滞納がある方は必ず納付を済ませてください。滞納がある場合、利用調整の際に不利になります。</p>	□
	<p>< Only those who moved in Misato City on and after January 2, 2023 > Name of municipality Please fill in the name of the municipality where you resided as of 市区町村名 January 1st, 2023. _____ 【令和5年1月2日以降に転入されてきた方のみ】 令和5年1月1日時点でお住まいだった市区町村名をご記載ください。</p>	

Signature 保護者署名欄	<p>I confirm the items above and agree to the conditions as stated. 本確認票の記載事項を理解し、同意しました。</p> <p>Date: (YYYY / MM/ DD) _____ / _____ / _____ 年 月 日</p> <p>Name of guardian: _____ 保護者氏名</p>
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