

## Inquiries

—About the System and Application Procedures—

**Kyoto Itsudemo Call**

**Tel. 075-661-3755** 7 days a week  
8:00 a.m. - 9:00 p.m.

—Consultation on childcare and child-rearing, How to fill in forms, Application procedures, etc.—

Support/Public Assistance Section,  
**Welfare Division, Kita Ward Office**  
33-1, Murasakino Higashigoshodenn-cho, Kita-ku  
**Tel.432-1284**

Support/Public Assistance Section,  
**Welfare Division, Kamigyo Ward Office**  
689 Kozai-cho, Kamidachiuri-dori Omiyahigashi-iru, Kamigyo-ku  
(former Nishijin Elementary School, inside temporary government building)  
[From Jan., 2015]  
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**Tel.441-5119**

Support Section, Welfare Division,  
**Sakyo Ward Office**  
7-2 Matsugasaki-donoue-cho, Sakyo-ku  
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**Welfare Division, Nakagyo Ward Office**  
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Support/Public Assistance Section,  
**Welfare Division, Higashiyama Ward Office**  
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Support Section, Welfare Division,  
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Support Section, Welfare Division,  
**Shimogyo Ward Office**  
608-8 Higashishioji-cho, Nishinotoin-dori Shioji-agaru, Shimogyo-ku  
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Support Section, Welfare Division,  
**Minami Ward Office**  
1-3 Nandenn-cho, Nishikyo-ku, Minami-ku  
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Support Section, Welfare Division,  
**Ukyo Ward Office**  
12 Uzumasa Shimokai-cho, Ukyo-ku  
**Tel.861-1437**

Welfare Service, Keihoku Branch Office,  
**Ukyo Ward Office**  
1-1 Keihokushuzan-cho Kamiterada, Ukyo-ku  
**Tel.852-1815**

Support/Public Assistance Section,  
**Welfare Division, Nishikyo Ward Office**  
25-1 Kamikatsuramonishita-cho, Nishikyo-ku  
**Tel.381-7665**

Support/Public Assistance Section,  
**Welfare Division, Rakusai Branch Office**  
2-1-2 Oharano Higashi-Sakaideri-cho, Nishikyo-ku  
**Tel.332-9195**

Support Section, Welfare Division,  
**Fushimi Ward Office**  
39-2 Takajo-cho, Fushimi-ku  
**Tel.611-2391**

Support/Public Assistance Section,  
**Welfare Division, Fukakusa Branch Office**  
93-1 Fukakusamukuhata-cho, Fushimi-ku  
**Tel.642-3564**

Support Section, Welfare Division,  
**Daigo Branch Office**  
28 Daigookamae-cho, Fushimi-ku  
**Tel.571-6392**

Starting in April 2015 (planned)

# New Child and Child-rearing Support System

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A video introducing the New Child and Child-rearing Support System is available at the website of the Child Section, Child Care Support Division, Kyoto City Health and Welfare Bureau.

Kyoto City New Child and Child-rearing Support System 

[Published by]

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Kyoto City



## 1. New Child and Child-rearing Support System

Based on the three laws relating to children and child-rearing, enacted in August 2012, the new child and child-rearing support system will start in April 2015, with the aim of improving early childhood education and care, and community child-rearing support in terms of both quality and quantity and of reducing the number of waitlisted children to zero.

## 2. What types of childcare facilities and services are covered by the new system?

Some  
**Kindergartens**  
Children aged 3-5

**Institutions providing preschool education to build a solid foundation for elementary school and beyond**

[Operating hours] Kindergartens usually run until early afternoon. However, some kindergartens provide extended care before and after normal school hours and during holiday periods.

[Eligible parents/guardians] No limitation

\*Note that some kindergartens will shift over to the new system and others will not; please check with the kindergarten you are interested in. (There will be no changes in educational contents of each kindergarten.)

**Nintei Kodomoen**  
(certified childcare centers)  
Children aged 0-5

**Facilities integrating early childhood education and childcare**

Kodomoen has characteristics and functions of both kindergarten and nursery school, and also offers childrearing support programs for families in the local community.

- All children in a facility receive education and childcare together, regardless of their parent's employment status.
- Even if the parent's employment status changes (e.g. leaves a job), the child can continue to attend the same facility.
- Any family with preschool child(ren), regardless of whether or not their child currently attends kodomoen, can participate in childcare consultation and parent-child exchange events held in kodomoen.

**Nursery schools**  
Children aged 0-5

**Facilities providing childcare on behalf of parents who are unable to take care of their child at home because of work or other reasons**

[Operating hours] In addition to childcare from morning to evening, some offer extended childcare service.

[Eligible parents/guardians] Those who are unable to look after their child at home (households with both parents working, etc.)

Applicable facilities

In accordance with the introduction of the new system, application procedures for kindergarten, nursery school, etc. will change.

**Community-based daycare**  
Children aged 0-2

**Daycare service for a small group of children aged zero to two years**

[Operating hours] From morning to evening

[Eligible parents/guardians] Those who are not able to take care of their children at home during the day (households with both parents working, etc.)

\*As an exception, daycare service may be used until the end of the two-year-old class (end of the fiscal year in which the child turns three years old).

**Family daycare**

**Providing home-based childcare for a small group of children (up to five) in a family atmosphere**

**Small-scale daycare**

**Providing attentive care for a small group of children (maximum 6 to 19) in a home-like setting, resembling family daycare**

**Workplace daycare**

Taking care of children of employees and of the local community together in the employer-operated daycare facility

**Home-visiting daycare**

Providing one-to-one care in the child's home, for children who need individual care due to disability or illness, or those living in areas with no daycare facilities

Applicable services



### 3. What will change for users?

In order to use a kindergarten, nursery school, kodomoen, or community-based daycare services, you need to get an

**APPROVAL** for the necessity of education and childcare and to apply for enrollment to the childcare facility of choice.

POINT!

### [Classification of Approval]

#### Education



If your child is three years or older and you wish to have him/her receive education (approx. 9:00 - 14:00) in a kindergarten, etc.

Ages 3 to 5

Kindergarten

Certified Kodomoen

#### Childcare



If your child is three years or older, any of the "reasons for needing childcare" applies to you, and you wish to enroll your child in a daycare center

Nursery school

Certified Kodomoen



If your child is under three years of age, any of the "reasons for needing childcare" applies to you, and you wish to enroll your child in a daycare center

Ages 0 to under 3

Nursery school

Certified Kodomoen

Community-based daycare

Child care facilities and services that you can use

### ◆ Applicable Reasons for Approval Type 2/Type 3

To qualify to use a nursery school, etc., parents must have one of the following reasons for needing childcare.

| Reasons for needing childcare and criteria   | Quantity of childcare needed (daily) (expected) |          | Period of Approval  |
|--|---|----------|---|
|  | 8 hours   | 11 hours |   |
| ① <b>Employed (or is to be employed)</b><br>The parent/guardian is working (or is to work) more than 64 hours per month.   | ●   | ●        | Approval Type 2: Until the time the child enters elementary school<br>Approval Type 3: Until the day before the day the child reaches age 3   |
| ② <b>Pregnant or shortly after childbirth</b><br>The mother is pregnant or has recently given birth (approx. 2 months after delivery).   | —   | ●        | Until the last day of the month in which the day following the day on which eight weeks have elapsed from the date of delivery (in which the 57th day after the date of delivery) falls |
| ③ <b>Ill or have a disability</b><br>The parent/guardian is ill, injured, or mentally or physically disabled.  | ●   | ●        | Approval Type 2: Until the time the child enters elementary school<br>Approval Type 3: Until the day before the day the child reaches age 3   |
| ④ <b>Caring for a family member at home or in hospital</b><br>The parent/guardian cares for a family member living together or staying in hospital etc. for a long time.   | ●   | ●        |   |
| ⑤ <b>Engaged in disaster restoration</b><br>The parent/guardian is engaged in recovery from damage caused by a disaster.   | —   | ●        |   |
| ⑥ <b>Seeking employment (including preparing for starting up a business)</b><br>The parent/guardian continues to look for work.  | ●   | —        | Until the last day of the month in which the 90th day falls   |
| ⑦ <b>Attending an educational institution (including vocational training at a vocational training school)</b><br>• The parent/guardian is attending a school etc. specified in the School Education Law.<br>• The parent/guardian is receiving vocational training etc. specified in the Law of Development and Improvement of Vocational Ability. | ●   | ●        | Until the last day of the month in which the expected date of graduation (completion) falls   |
| ⑧ <b>Need continuous use of daycare service during childcare leave</b><br>The parent/guardian has a child already enrolled in a daycare facility when taking childcare leave, and needs continuous use during childcare leave.   | ●   | —        | Period approved by the municipal government   |
| ⑨ <b>Recognized by the municipal government as having other circumstances equivalent to the above</b><br>The parent/guardian is in a situation equivalent to the above, needing childcare services.  | ●   | ●        |   |

Quantity of child care needed (hours of childcare use) is classified into two categories: short hours (8 hours or less daily) and standard hours (more than 8 hours and less than 11 hours daily). Depending on the reason for needing childcare, a parent/guardian will be approved for either "short-hour childcare" or "standard-hour childcare."

If a solid circle (●), for example as for (1) Employed, is marked in both the 'short-hour childcare' (8 hours) and 'standard-hour childcare' (11 hours) columns, approval for short-hour childcare or standard-hour childcare will be determined on a case-by-case basis based on the parent/guardian's working hours, commuting times, etc.

Community-based child and child-rearing support projects

### Out-of-hours childcare (extended childcare)

Some facilities provide childcare for more than 11 hours (exceeding regular opening hours of nursery schools). This service has been designed to respond to the needs for expansion of childcare hours, due to parents' longer working hours and extended commuting distances associated with housing development in the suburbs.

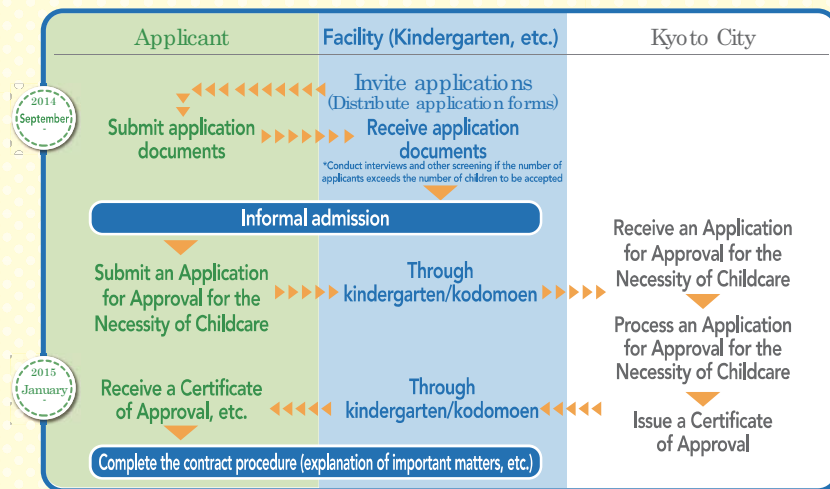
To use this service, in addition to getting an approval for the necessity of childcare, you must complete the application procedures to enroll in childcare facilities. Detailed procedures will be announced as soon as they are determined. If you use this service, an extended childcare fee will be charged in addition to regular childcare fees.

#### 4. Application procedure for new enrollment in April 2015



**Approval Type 1**  
**Applicable children** Children aged 3-5 wishing to enroll in kindergarten  
**Applicable facilities** Kindergarten and kodomoen (kindergarten division) switching over to the new system

[Flow of Procedure]



[Documents that need to be submitted to Kyoto City]

- Application for Approval for the Necessity of Childcare (Shikyu Nintei Sinneisho)

[Regarding kindergarten]

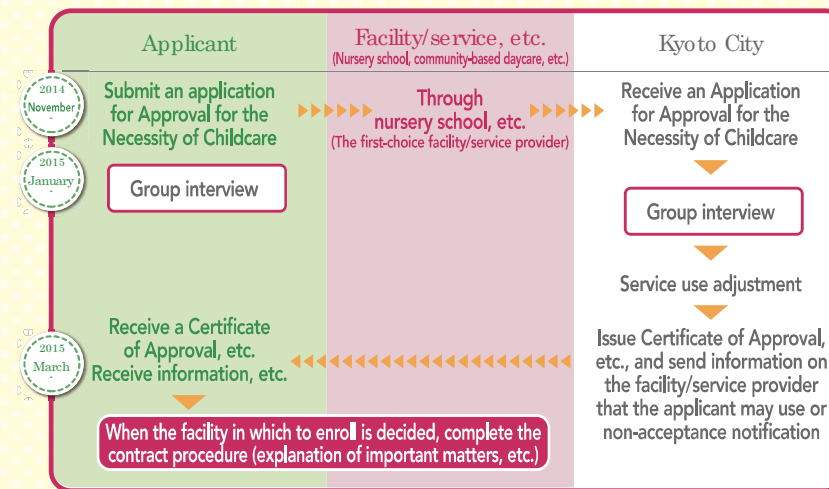
Starting in April 2015, kindergartens will be classified into two types: kindergartens that require submission of Certificate of Approval (kindergartens that switch over to the new system) and kindergartens that do not require submission of Certificate of Approval (kindergartens that do not switch over to the new system) (there will be no changes in contents of education provided at each kindergarten). For details, check with the kindergarten you plan to apply to when you receive an application form for 2015 enrollment (note that to enroll in municipal kindergartens [16 locations], a Certificate of Approval is required).

For kindergarten that does not require a Certificate of Approval, the application procedure will be the same, in principle. Tuition (childcare fees) will also be subsidized under the kindergarten enrollment incentive scheme.



**Approval Type 2** **Approval Type 3**  
**Applicable children** [Approval Type 2] Children aged 3-5 needing childcare  
**Applicable facilities** [Approval Type 3] Children aged under 3 needing childcare  
 Nursery school, certified kodomoen (childcare division), community-based daycare

[Flow of Procedure]



[Documents that need to be submitted to Kyoto City]

- Application for Approval for the Necessity of Childcare (Shikyu Nintei Sinneisho), and its accompanying documents (see the reverse side of Approval Application Form or the table below)
- Request for Use of Childcare Service (Hoiku Riyo Moshitatesho)
- Childcare Application Form (Hoiku Riyo Moshikomisho)

[Required accompanying documents]

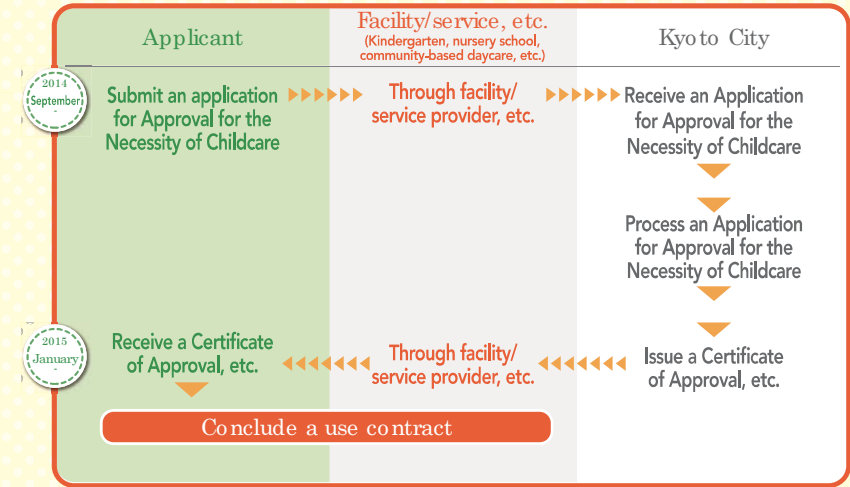
| Reason for needing childcare         | Certificate of Employment | Copy of Maternal and Child Health Handbook or Birth Certificate | Medical Certificate            | Copy of Physical Disability Certificate (Shogoina Ischool or Long-term Care Insurance Certificate (Kaigo Hoken) (Hokokusho), etc. | Schedule Reporting Form (Shinkokusho)                | Disaster Victim Certificate (Risashomeisho) | Certificate of School Attendance |
|--------------------------------------|---------------------------|---|--------------------------------|---|--|---|----------------------------------|
| Employment                           | ●                         |   |                                |   | Those working irregular hours                        |   |                                  |
| Pregnancy/childbirth                 |                           | ●   | Those with special conditions  |   |  |   |                                  |
| Illness/disability                   |                           |   | ● (any one of these documents) |   | Those with no limitations in daily living activities |   |                                  |
| Nursing care                         |                           |   | ● (any one of these documents) |   | ●  |   |                                  |
| Disaster/recovery                    |                           |   |                                |   |  | ●   |                                  |
| Job seeking                          |                           |   |                                |   | ●  |   |                                  |
| School attendance                    |                           |   |                                |   | ● (timetable acceptable)                             |   | ●                                |
| Continued use during childcare leave | ●                         |   |                                |   |  |   |                                  |



## 5. Procedure for continued use

**Those who are currently using a kindergarten, nursery school, or daytime fosterparent service and wish to continue to use the service**

### [Flow of Procedure]



[Documents that need to be submitted to Kyoto City]

| Required documents   | Type 1<br>(kindergarten, etc.) | Type 2/3<br>(Nursery school, community-based daycare) |
|--|--------------------------------|---|
| Application for Approval for the Necessity of Childcare<br>(Shikyu Nintei Shinseisho)  | ●                              | ●   |
| Accompanying documents for Application for<br><b>Approval for the Necessity of Childcare</b><br>(See the reverse side of Approval Application Form<br>or the table shown on page 6.) |                                | ●   |
| Request for Use of Childcare Service<br>(Hoiku Ryo Moshitatesho)   |                                | ●   |
| Childcare Application Form<br>(Hoiku Ryo Moshikomisho)   |                                | Some people only*                                     |

\* Parents who need to submit a Childcare Application Form will be provided an application form from the facility/service provider.

[To those who will go through the procedure for continued use of nursery school]

- An Application for Approval for the Necessity of Childcare (Shiyaku Nintei Shinseisho) serves as a Current Status Report (Genkyo Todoroki), which is to be submitted around December each year. If you submit an Application for Approval, you do not need to submit a Current Status Report.
- For those who have already used a nursery school before the enforcement of the new child and child-rearing support system, interim measures will be taken so that after the enforcement of the new system, childcare hours will not be shorter than before the enforcement.
- The current extended childcare program will be conducted as out-of-hours childcare program. Detailed information on application procedures, etc. will be provided as soon as available (see page 4).

## 6. Points to note after submission of Application for Approval for the Necessity of Childcare

If any of the following occurs after your submission of an Application for Approval for the Necessity of Childcare, you must notify the Support/Public Assistance Section of the **Welfare Division** of your ward office or branch office, or the facility/service provider.

You may need to complete additional paperwork.

- ① If your child leaves the kindergarten or nursery school in which he/she is currently enrolled
- ② If you have left the company, etc. in which you were employed, or if childcare hours change due to changes in working hours, workplace, etc.
- ③ If you have started working
- ④ If you take childcare leave or your childcare leave ends
- ⑤ If you change your address
- ⑥ **If your household composition changes**
- ⑦ If another child in the same household is enrolled in or withdrawn from a kindergarten, nursery school, daytime foster parent service, small-scale daycare service, certified kodomoen, kindergarten division of special needs education school, or other child welfare facility
- ⑧ If you wish to transfer your child to another kindergarten/nursery school due to moving, job change, etc.
- ⑨ If the reasons for needing childcare do not apply to you any more or your reason for needing childcare changes

**7. The amount charged to the parent/ guardian for childcare (childcare fees)**

The amount charged to the parent/guardian for childcare at a kindergarten, nursery school and community-based daycare is determined by Kyoto City based on the income of the parent/guardian's income, with the standard amount set by the national government as the upper limit. The national government is now considering differentiating childcare rates, between short-hour childcare and standard-hour childcare.

In the case of Kyoto City, the amount charged to parents/guardians will be determined at the end of March 2015, after the City Council makes final decisions on the City's initial budget for fiscal 2015.

◆ With whom to sign a contract and to whom to make payment differ depending on which facility you use.

| Facility/service provider                                       | Where to pay childcare fees             |
|---|---|
| Kindergarten, certified kodomoen, community-based daycare, etc. | Facility/service provider you are using |
| Nursery school  | Kyoto City                              |

## 8. Major Community-based Child and Child-rearing Support Projects

To support not only dual-income families, but all families raising children, Kyoto City is striving to enhance various community-based child-rearing support programs.

To use any of the services listed below, you need to apply to use the service, in addition to submission of an Application for Approval for the Necessity of Childcare. Application procedures will be announced as soon as details are determined. Service fees will be charged in addition to the regular childcare fees.

### 1. Out-of-hours childcare service (Extended childcare service)

See page 4.

### 2. Temporary childcare

Kindergartens and nursery schools accept children on a temporary basis to help their parents who need childcare service temporarily due to illness, child delivery, etc. or to take a break to recover from exhaustion.

#### [General type]

Responding to various childcare needs, including emergency childcare due to injury, child delivery or disaster

Major facilities/  
service providers

Nursery schools

#### [Kindergarten type]

Providing childcare before and after regular school hours, and during long school holidays, to support child-rearing families

Major facilities/  
service providers

Kindergartens

### 3. Childcare for sick and convalescent children

Care is provided for sick or convalescent children in a daycare facility attached to a medical institution on a temporary basis, when their parents/guardians cannot take care of them at home due to work or any other reason. This service aims to support parents in balancing work and child-rearing as well as to improve welfare of children.

Major facilities/  
service providers

Medical institutions providing childcare services for sick and convalescent children in Kyoto City

### 4. After-school childcare for sound development of children

After-school childcare is provided at local child welfare facilities, etc. to support sound development of children by providing a place to play or relax to elementary children approximately under the age of 10 (up to sixth graders from April 2015) whose parents/guardians are not at home after school hours due to work or any other reason.

Major facilities/  
service providers

Children's halls, Afterschool daycare centers

### 5. Community childrearing support centers

This project aims to help ease parents' childrearing anxiety and burden and support sound development of children by providing places for parents with infants to get together and to receive childcare consultation and support services from expert staff. (No application required, free of charge)

Major facilities/  
service providers

Children's halls, Tsudoi no Hiroba (Get-Together Plaza), nursery schools

## 9. Q & A

Q1

### How can I apply to both kindergarten and nursery school? **New**

In addition to submitting an application to the kindergarten, you also need to submit to the nursery school an Application for Approval for the Necessity of Childcare (Shikyu Nintai Shinseisho) and a Childcare Application Form (Hoiku Riyo Moshikomisho), which will be provided in November.

If your desired kindergarten is the one that switches over to the new system, after you receive informal admission notification from the kindergarten, please submit an Application for Approval to the kindergarten.

In March, you will be notified by the ward office or branch office whether or not your child can be admitted to the nursery school. Then you need to decline admission to either of the schools.

Q2

### I am planning to return to work after maternity leave, by the end of fiscal 2014. If I start to use a kindergarten, nursery school or community-based childcare service by the end of fiscal 2014, when should I submit an Application for Approval for the Necessity of Childcare? **New**

If you wish to start to use an applicable facility or service provider in the middle of fiscal 2014, when your child admission in the middle of the year is approved, please submit an Application for Approval for the Necessity of Childcare for 2015.

If you applied for admission in the middle of the year but were denied admission, please submit an Application for Approval for the Necessity of Childcare at the time of 2015 admission. For details, contact the Support/Public Assistance Section of the Welfare Division of your ward office/branch office.

Q3

### Are holiday childcare services available after the enforcement of the new system? **New Continued**

Yes, nursery schools currently providing holiday childcare will continue to provide service after the enforcement of the new system.

Q4

### I and my husband are both working, and use a kindergarten. Which Approval Type should we apply for, Type 1 or 2? If we get Type 1 Approval, can we use a temporary childcare service? **Continued**

If you wish to continue using a kindergarten (that will switch over to the new system), please apply for Type 1 Approval. Since temporary childcare service at a kindergarten subject to the new system is provided as part of community-based child and child-rearing support projects, temporary childcare service can be used regardless of approval type. Please note that service fees will be charged to the user in addition to regular childcare fees.

For kindergartens not subject to the new system, you do not need to get an Approval for the Necessity of Childcare, and can use temporary childcare services as before.

#### Information from Kyoto City

#### "To ensure parents can raise their children with peace of mind"

—Kyoto City is working to improve the childcare environment and reduce burden on parents—

The cost of childcare at a nursery school ("childcare cost") is shared by the parents (childcare fees), and the national and municipal governments.

As part of its efforts to improve the childcare environment, Kyoto City provides its own subsidies in addition to the standard amount set by the national government.

As for childcare fees, the City also provides its own subsidies to ease burdens on parents.

[Comparison of childcare costs and childcare fees (Kyoto City's current status and national standard)] Monthly amount per child (fiscal 2012 results)

|                   | Amount borne by the national government | Amount borne by parents             | Amount borne by the city government | Total    |
|-------------------|---|-------------------------------------|-------------------------------------|----------|
| National standard | ¥25,621                                 | ¥27,031                             | ¥27,258                             | ¥79,910  |
| Kyoto City        | ¥25,621                                 | ¥18,253                             | ¥56,431                             | ¥100,305 |
|                   |   | Reduce burden on parents<br>¥20,395 | Improve childcare environment       |          |

\*The figures in the above chart are based on the current system. The composition of financial resources will change after the enforcement of the new system.