

菊川で学ぼう

Let's study in Kikugawa

School Guide Book for foreign students in Kikugawa

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2022 of September

Kikugawa City Board of Education

1 Introduction

We created this guide book to help the parents to have a better understanding in

Japanese lifestyle and school life here in Kikugawa City. Be sure to read this manual carefully before you enroll or transfer in.

(1) List of elementary schools in Kikugawa City

Name of the School	Address	Telephone No.
Ogasa Higashi Elementary School	Kikugawa City Kawakami 1348-2	73- 2050
Ogasa Minami Elementary School	Kikugawa City Takahashi 3503	73- 2220
Ogasa Kita Elementary School	Kikugawa City Mineda 59	73- 2054
Rokugo Elementary School	Kikugawa City Honjo 2200	35- 3147
Uchida Elementary School	Kikugawa City Shimo Uchida 1637	35- 2632
Yokoji Elementary School	Kikugawa City Higashi Yokoji 1886	35- 3552
Kamo Elementary School	Kikugawa City Kamo 5114	35- 3347
Horinouchi Elementary School	Kikugawa City Nishikata 2140	35- 2108
Kawashiro Elementary School	Kikugawa City Yoshizawa 556	35- 3330

(2) List of junior high schools in Kikugawa City

Name of the School	Address	Telephone No.
Gakuyo Junior High School	Kikugawa City Shimohirakawa 5430	73- 2400
Kikugawa Nishi Junior High School	Kikugawa City Kamo 38	35- 3546
Kikugawa Higashi Junior High School	Kikugawa City Honjo 670	35- 2335

2 School System in Japan

(1) Education system in Japan

Age

School

4yrs. ~ 6 yrs.

Nursery school · Kindergarten · Pre-school

August ~ School Procedures

October Apply through Department of Education (Chuo Community Center Kikugawa City Shimohirakawa 6225 Tel. No. 73-1113) with the Alien Registration Card of the student and the parent. This procedure will be done every year but after enrollment, you can apply at school.

October Medical checkup · Intelligence examination

It will be held at Central Community Center in Kikugawa City.

Admissions Briefing

There is an explanation about the preparation of enrollment at the school where you are going to enter.

November Order the materials needed in elementary school

At the time of enrollment, it costs approximately **40,000yen to 50,000 yen** for P.E. uniforms and school supplies.

January An admission notice will be mailed to your home.

This is an important document to submit to the school on the day of the entrance ceremony. Please keep it carefully.

January ~ One day experience · Receiving school supplies

February Will be held at the school where you plan to enroll.

7yrs. ~ 12yrs.

Elementary School (6 years)

Compulsory education

13yrs. ~ 15yrs.

Junior High School (3 years)

Compulsory education

16yrs. ~ 18yrs.

Senior High School (3 years)

19yrs. old ~

University · College · Vocational

Job

3 ▪ Transferred from other Japanese school

▪ Transferred from foreign school ▪ Transfer to other ▪ Withdrawal

(1) ・ 転入 Transferred from other Japanese school

・ 編入 Transferred from foreign school

- (1) Please change your address at Kikugawa City Hall. It is not necessary if you are already a resident of Kikugawa city and your address is updated.
- (2) The Board of Education (Please go to Chuo Kouminkan: Kikugawa City, Shimohirakawa 6883 TEL. 73-1113 with your (child and parent) residence card and your seal. Please call me before you go.
- (3) If the child could not speak Japanese well, you will be briefed by the special Japanese language class (Niji no Kakehashi class) and ask if you would like to study in that classroom.
 - ・ Niji no Kakehashi Class (Kikugawa 6269:NPO Japan Internet School Association)
- (4) If you don't have any concerns about Japanese, go to the school in your district and receive an explanation from the school.
- (5) In Japan, the grade of study is determined by the age.

(2) 転出 Transfer to other school

- (1) Consult with the school and perform the necessary transfer procedures once the date of transfer is decided.
- (2) After the calculations have been made, please pay the school expenses and school meals.
- (3) If the school to be transferred is public, communicate with the new school.
- (4) Please complete the transfer procedures at the Community Service Division.
- (5) Please go to the city hall where you are moving and apply for the transfer procedure.
- (6) Please go to the Board of Education where you are moving and complete the procedures for attending school.
- (7) After that, follow the instructions from the Board of Education

(3) 退学 Withdrawal (including the temporary return to the country of origin)

- (1) Please inform the school of your plans such as returning to your home country or transferring to a foreign school.
- (2) Consult with the school, decide the date of withdrawal and submit a letter of withdrawal.
- (3) Please settle school lunch and school expenses.
- (4) Please submit a letter of withdrawal even if you temporarily return to the country of origin. If you return to school within a month, you will not be dropped out and you will continue to attend school. If you do not return for more than one month, you will be dropped out from school.
- (5) It is possible to transfer to a school that has been expelled from school once.

4 About the cost

Japanese public schools do not require tuition fees. The basic textbooks will also be distributed free of charge by the government. But, the following are the expenses:

(1) Personal purchases

(See at the back)

(2) School expenses

Sub-materials such as drills, test fees, expenses for off-campus learning, etc.

(3) School Lunch

The price of the school lunch that I eat every day.

(4) Installments of school trips

This is the cost of off-campus study with accommodation, such as the Nature class of (Grade5) and School trip of (Grade6). Due to the high cost, they are installments to be paid monthly.

(5) PTA Membership Fee

The school has a PTA job for parents and schools to work together to conduct educational activities. In order to participate in various activities run by this group, PTA membership fees are required for each household.

※ From the 1st grade of elementary school to the 3rd grade of junior high school, the city rents out an iPad for each student to use for study. 3rd grade elementary school students and above take them home. If your child misuses it or breaks it, you may have to pay for the repair.

Enrollment • Materials required for enrollment

<Elementary School>

P.E. uniforms (short and long sleeves, shorts, hat)	About 8,200yen
Randoseru (school bag)	About 15,000yen~40,000yen
Indoors	About 1,700yen
Swimming Set	About 5,000 yen
Paint Set	About 3,500 yen
Calligraphy Set	About 2,000yen~3,000 yen
Calligraphy thick brush	About 1,500 yen
Vertical Flute · Recorder	About 1,200 yen
Jump rope	About 350yen~600 yen
Sewing tools set	About 3,500 yen

< Junior High School >

Uniform Boy · Girl (winter)	35,000yen~
Uniform Boy · Girl (Summer)	12,000yen~
School bag, I.D. set, Textbooks, etc.	18,980 yen~
P.E. uniforms	15,400 yen~
Shoes (school · gymnasium, etc.)	5,780 yen~6,860 yen
Rain coat(Up & Down) cream color	5,600 yen~
Swimming wear · hats, etc. (can use the one you used in Elementary school)	2,500yen~4,500 yen
Sweater	2,100 yen

Elementary	School expenses	Lunch	School trips	PTA membership
cost in a year	14,000yen	49,000yen	20,000yen	3,000yen

Junior High School	School expenses	Lunch	School trips	PTA membership	Registration Fee
cost in a year	25,000yen	54,119yen	26,000 yen	3,000yen	4,000yen

5 About the Learnings

(1) Learning Contents (Table of the average number of lessons per week for the school year of 2019)

< Elementary >

Grade Subjects	Grade1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6
Japanese	9	9	7	7	5	5
Social Studies			2	2.2	2	3
Mathematics	4	5	5	5	5	5
Science			2.2	3	3	3
Life · Environment Studies	3	3				
Music	2	2	1.4	1.4	1	1
Drawing · Craft	2	2	1.4	1.4	1	1
Home Economics					1	1
P.E.	3	3	3	3	2	2
foreign language					2	2
Moral Education	1	1	1	1	1	1
Special Activities	1	1	1	1	1	1
Integrated Studies			2	2	2	2
Foreign Language			1	1		
Total	25	26	27	28	28	28

< Junior High School >

Year Subjects	1 st year	2 nd year	3 rd year
Japanese	4	4	4
Social Studies	3	3	4
Mathematics	4	3	4
Science	3	4	4
Music	1.3	1	1
Art	1.3	1	1
Health and P.E.	3	3	3
Technology · H.E	2	2	1
Foreign Language	4	4	4
Moral Education	1	1	1
Special Activities	1	1	1
Integrated Learning	1.4	2	2
Total	29	29	29

(2)

Class time

In elementary school 45 minutes every subject and in junior high school 50 minutes every subject.

(3) Things to bring (Belongings)

Children check their belongings for the next day and put them in the school bag (Radoseru) every day. After learning hiragana, the children will start to write their own schedules for the next day. Also, write your name on all your belongings.

Children in grade 3 and above take the iPad they borrowed from school home, do their homework and recharge the battery, and bring it to school the next day.

(4) Homework

Please make sure that your child is doing this, as a home study, it is always issued in all grades. Also, in elementary school's Japanese (Kokugo), you will read a book with someone (parent) in your family that should listen to it and fill in a reading card.

Elementary school students in grades 3 and up may use iPads lent by the school to do their homework.

(5) Test • Examination

The elementary school test is conducted in the regular class. In junior high school, test is done all at once on a fixed day. The test range will be announced about two weeks before. The results of the exam have a significant impact (affect) on the evaluation(grades), and the evaluation (grades) is very important in going on to higher level of education.

< Examples of the exams in a year for junior high schools >

Period	Exam name	Target Year
2nd half of April	National Survey of Learning Ability	3rd year
2nd half of June	1st Term Final Examination	All
Starting of September	Pref. Survey of academic ability/Proficiency Test	2nd year & 3rd year
2nd half of September	2nd Term Mid- term Test	All
Middle of November	2nd Term Final Exams	All
December/January	Prefectural Survey of academic ability	1st, 2nd & 3rd year
Middle of February	Year-end Test	All

(6) Path for the future

After graduating from junior high school, it is no longer a compulsory education. So parents and students will decide if they will continue on the next level of schooling. In Japan, most of junior high school students proceed to senior high school. For more information in senior high school, please refer to the "Guidebook for Higher Education" in a separate book.

6 About Events

(1) Major annual events

Elementary School	Junior High School
<p>April Opening ceremony for the classes Entrance Ceremony Body measurement, Health check-ups, Class Visitation · P/T meeting · PTA General Meeting Hiking(depends the school)</p> <p>May Cleaning PTA Home Visits(depends the school) Sports Day</p> <p>July Grade4 or 5 - Nature Class (stay over) (Depends the school Sept. /Oct.) Pool starts Parents interview Summer vacation begins</p> <p>August Cleaning Activities (depends the school) End of the Summer Vacation</p> <p>September Evacuation drills (pick up your child) Body measurement</p> <p>October School Trip (Grade6) (Depends the School November)</p> <p>November School Music Presentation (Depends the School)</p> <p>December Fixation Test Parent's interview Winter Vacation starts Endurance record meeting (Depends the school)</p> <p>January Winter Vacation ends</p> <p>February One-Day school Experience /Admission (new grade1)</p> <p>March Send off party for the 6th graders Completion Ceremony Graduation Ceremony Spring break begins Farewell Ceremony for the teachers</p>	<p>April Opening ceremony for the classes Entrance Ceremony Body measurement, Health Checkup Club activities experience (Temporary entry) Class Visitation · P/T meeting · PTA General Meeting</p> <p>May Cleaning PTA, Sports day Career Briefing 1st year- experience Learnings 2nd year- Lodging experience 3rd year School Trip</p> <p>July Club activities, Ogasa Athletic Meet Summer vacation begins Home visitation (by the school)</p> <p>August Bukatsudo-Beginners Championship Competition (wind band, etc.) Summer Vacation ends</p> <p>September Evacuation drills, Body measurement Bukatsudo-Beginners Championship</p> <p>November Choral Competition Enrolment information meeting (for elementary)</p> <p>December Career Counseling (3 years) Parent's interview Winter Vacation starts</p> <p>January Winter Vacation ends. Coming-of- age Ceremony</p> <p>February Private High School Entrance Exam</p> <p>March Public Schools Entrance Examination A meeting to send off the 3rd year Completion Ceremony Graduation Ceremony Spring break begins Farewell Ceremony for the teachers</p>

(2) Elementary School Events

① School Entrance Ceremony

It is an event ceremony to welcome the first grader who enters the school for the first time. Children and parents will be dressed in appropriate clothing for the ceremony.

② Opening / Closing Ceremony

The opening ceremony is the beginning of the semester and the closing ceremony is the end of the school year. All elementary schools in Kikugawa city are tri-mester system. Parents will not attend these ceremonies.

③ Medical check up

All school children are examined by a doctor to see if there is any abnormality in their bodies.

④ Home Visitation

The class teacher visits the family, hears about the child's life at home and talks about their state at school.

⑤ Hiking (Excursion)

They walk out of school. In some cases, buses are used. I'd like you to prepare their lunch on this day.

⑥ School Trip

Kikugawa Elementary Schools will go to Tokyo for two days and one night. There is a parent's briefing in advance, so be sure to participate.

⑦ Class Visitation · Parents Meeting

This is an opportunity for the parents to come to elementary school and learn how their children are living in school. After watching the children's lessons, a meeting will be held in the classroom where parents discuss each other and listen to the class teachers' stories.

⑧ Sports Day

The children are divided into teams, playing group competitions and cheering each other. It is a whole day big event to do. Some schools prepare lunch boxes and eat with their families.

⑨ Social Study by observation (field trip)

They will take a bus or train to visit factories and museums. They often go out of the city with lunch box.

⑩ Accommodation (Stay- over) Training (Nature Experience Class)

The fifth graders (Uchida Elementary School and Yokoji Elementary School) leave school, eat at facilities near to the sea and mountains, interact with nature, and experience the communal living together for 2 days or 3 days per night. Health surveys will be conducted in advance and a briefing will be held.

⑪ Parent's Interview

Parents will go to school at a scheduled time and talk to their teacher in charge about their child's condition. This is often done before the long vacation. Children will also participate in some schools. There are also schools that talk while looking at the report card (grades). The teacher in charge will notify you in advance regarding the date and time of the interview (Mendan). If you need an interpreter, please consult your teacher in charge. Also, if you have any concerns, please contact the school.

⑫ **Evacuation Drill / Child delivery Training**

It is said that a big earthquake could hit Kikugawa at any time. Schools are practicing how to evacuate in case of earthquakes and fires. During the child delivery training, parents should go to school to pick up their children. In the case of a major earthquake parents should go to school to pick up their children when they are in school.

⑬ **Graduation Ceremony**

It is a ceremony in which the children of the highest grades will say goodbye to the school and graduate. Graduates are given diplomas and album. Children and parents will be dressed in appropriate clothing for the ceremony.

⑭ **Completion Ceremony**

There is also a certificate of completion that will held on the last day of the third term and indicates that you have completed the study of the school year. Parents do not participate in this ceremony.

Parents do not participate in the ceremony

⑮ **Farewell Ceremony for the school staffs who will transfe**

It is an expression to say goodbye to the teachers who will be transferred to other school. It will be held at the end of March, but all the school children will participate and listen to the teacher's story.

(3) Junior High School Events

① **Entrance Ceremony**

It is an event ceremony to welcome the first grader who enters the junior high school for the first time. Words of ongratulations from the principal and guests. Students will be in uniforms and parents wear formal dress.

② **Opening Ceremony • Closing Ceremony**

The opening ceremony is the beginning of the trimester and the closing ceremony at the end of the school year. All junior high schools in Kikugawa city are in trimesters system. Parents will not attend these ceremonies.

③ **Medical (Health) Checkup**

Each student is examined by a doctor to check for any abnormal physical development.

④ **School Trip**

Students of the year will visit historical buildings and museums, mainly in Nara and Kyoto for two nights and three days. And for the details there will be a parent's meeting in advance, so be sure to participate.

⑤ **Athletic Meet**

It is a sports festival held by all the students in the spring. We compete each class and color. We also have a cheering battle. On this day, parents and local people will come to see the event.

⑥ **Choral Competition**

It is a festival of music performed by all the students.

Each class will create a chorus and present it. Parents do not participate.

⑦ Job Experience Activities

Mainly in second year will have an experience of leaving the school and working in a real workplace for about one to three days.

⑧ Class Visitation(Sankankai) · Parent & Teacher's meeting(KondanKai)

This visit is an event in which parents will go to school and watch students' classes. A meeting in which the homeroom teacher and the parents will gather after the class to discuss the student's situation.

⑨ Parent /Child /Teacher Educational consultation (Mendan)

The parent will go to school on the scheduled date and time. Together with the student and the teacher in charge will talk about the student's future plan. In the case of high school, especially when you are in 3rd year, the consultation is based on the path that the student intends to follow after graduation. It is a good opportunity to consult about individual concerns and problems. Details will be informed by the teacher in charge in advance. If you need a translator, consult with the teacher. Also, if you want to ask something outside of the educational consultation, talk to the school. If you leave any questions unsolved, you can often make it a bigger problem. There are cases where consulting with a parent may lead to erroneous information, so even if it is a small question feel free to ask the school.

⑩ Accommodation Training (overnight stay)

In the month of May of the second year students, they will live in a group with accommodation of two days and one night. Outdoor activities and others may be organized.

⑪ Evacuation drills

It has been said that a big earthquake will come in Kikugawa city in the near future. Schools are practicing how to evacuate in case of earthquakes and fires. It is held twice or three times a year.

⑫ Ceremony of the future declaration

This ceremony will be held in January or February of the second year students is a ritual that renews the feeling of having one's dream for the future and making an effort to realize it.

⑬ Graduation Ceremony

It is a ceremony in which the third year students could say goodbye to the school and graduate. Students must wear uniforms and parents wear appropriately for the ceremony.

⑭ Closing Ceremony

On the last day of the third term, you will receive a certificate of completion that indicates that you have completed the study of the school year. Parents do not attend the ceremony.

⑮ Farewell Ceremony

It is a ceremony to say good-bye to the teacher who is retiring and transferring to other school. It takes place during spring break, but all the students participate and listen to the teacher's story.

(4) Junior High School Club Activities (Bukatsudo)

There are club activities centered on sports such as baseball, soccer, softball, volleyball, basketball, tennis, kendo, athletics, table tennis, and cultural activities such as wind band, art, and information. Participation is contingent on the wishes of the individual and their guardians. They work after school hours, on Saturdays and Sundays. Personal equipment such as uniforms, rackets, gloves, spikes and musical instruments will be your responsibilities, so you need to think about expenses before deciding. And there is a big tournament around July. A briefing session will be held in April, and the decision will be made through tours, experience sit-ins, and temporary entrances. The club will retire after the summer tournament of the junior high school students.

(5) PTA activities

Kindergartens, elementary and junior high schools in Japan have an association of parents and staff called PTA who work together to support the smooth progress of education. We mainly conduct PTA general meetings, recycling activities, and service activities (half a day, once a year) and also the pool duty. Parents are sure to participate. The event details will be distributed but the activities will vary from region to region, so please ask your neighborhood.

7 About school life

(1) Going to and from school

- ① Elementary school students are gathered according to district and go to school on foot. If it is a very bad weather, parents will take them to school until 8am. To arrive at school on time, they gather at the meeting place on time, so don't be late.
- ② In going home, parents don't have pick them up. They will leave the school with other children. Be sure that they will go home through the school route. They can't buy sweets and juice on their way home.
- ③ Students should go to school by bicycle or on foot (umbrella) even on rainy days.
- ④ If there's a typhoon, wait for the school to contact you, such as come as usual • late or the school is closed.

(2) Daily Routine

- ① The school is closed on Saturdays, Sundays and public holidays.

- ② Calendar will be distributed every month, so check it out If there are changes in daily routine and the availability of school lunch.

(3) Absent or Late Communication

- ① In Japan, you must not be late or absent without contacting the school. If there is no contact or information why the student has not come to school, the school will call your home or office to confirm their safety. If we can't get in touch with the student or the parent, we'll also make a home visit.

② How to communicate when late or absent.

Use an app called Leaver to report absences, late arrivals, and early departures.

Every day, you enter information about how you're feeling that day into the Reaver.

Call if your child will go home early. If you don't get in touch with by eight o'clock, we will be worried that they might have had an accident on their way to school.

- ③ If the child get sick or injured at school. The school will contact the parents. So, please be sure to inform the school of your contact information (work or home phone number). If any changes are made, please contact the school immediately. If the child has an infectious disease like (measles, chickenpox, mumps, rubella, flu, etc.), he will be suspended to attend the school but it will not be treated as an absent. You can go to school and get a document at the school and get a document on the suspension of attendance due to an infectious disease, and your illness improves and your doctor's permission is granted. Rest at home until the doctor gives you permission to go to school. If you get sick or injured at school, the school will contact your parents. Be sure to inform the school of your contact information (work or home phone number). If any changes are made, please contact us immediately. If you are not feeling well, be sure to measure the body temperature in the morning. If you have an infectious disease such as (measles, chickenpox, mumps, rubella, flu, novel coronavirus, or other), you will be suspended from attending the class but will not be treated as an absentee. Go to school and get the document 「Certificate of suspension of attendance due to infectious disease」, then your illness be cured and get the Doctor's Permission to attend the classes.

(4) About the clothes

<Elementary>

The school will be dressed freely. Do not wear accessories such as earrings.

<Junior High School>

Boys wear school uniforms and girls wear sailor suits. Purchase school-designated materials. There are summer uniforms and winter uniforms and there is a fixed day to change the uniforms according to the season. Both boys and girls wear underwear under their shirts. There are detailed rules for school shoes, socks, sweaters, etc.

according to each junior high school. When you go to school after school hours or on holidays, students will be dressed in a school uniform, P.E. uniforms, or club activities uniforms. As a personal grooming, both boys and girls try to have a hairstyle that seems to be a junior high school student. Students with long hair always tie them up. Perm, curl, decolorization, hair dye, hair dressing are prohibited. It is also prohibited to make makeup, perfume, or eyebrows extremely thin. Don't wear accessories.

(5) Belongings

<Elementary School>

① Write all your names on your belongings.

In addition, in order for children to concentrate on their studies, they should not use character products for school supplies.

② Don't bring extra toys, food, accessories, etc.

If there is anything that the school wanted to bring from home, the school will contact you.

③ As a custom of Japan, in the school also are using indoor shoes inside the school building.

They take home their indoor shoes every weekend, so be sure to have your children washed them and bring on Monday.

<Junior High School>

Do not bring anything to the school except the things needed for learning or club activities. (Ex: money, smartphones, cartoons, magazines, games, pastries, juices, etc.)

When you go to school, use a "grand bag" designated by the school. **It is possible to bring a water bottle, but the contents are suitable for tea and hydration (water / sports drink).** Don't bring juice.

(6) About School Lunch

At school, there is a school lunch.

※If you have food allergies, please contact the school in advance.

- ① It is cooked at the school lunch center in Kikugawa City and distributed to the schools.
- ② If you know that you will not eat school lunch for a temporary return in your country of origin, you may be refunded if you make a notification in advance. If you will be absent for a long time, please inform the school in advance.

(7) About Cleaning

In Japan, all staff and students sweep the school every day.

Requests for the Parents

(1) Let your child participate in school events.

(2) Parents should also participate in school events.

(3) Ask your child about what's going on at school.

(4) Make the habit of sleeping early and getting up early.

It is said that it takes about nine hours of sleep and two hours after waking up to improve the brain rotation (to think more faster).

(5) Reduce absences.

If there are many absences, the child will not be able to understand the content of the learnings. Working hard to go to school leads to a willingness to study.

(6) Please don't take your child to school or pick up.

(7) Get used to Japanese food.

Children will eat school lunch at school. Maybe the Japanese food may not be good for your taste, but please make an effort to be able to eat Japanese food.

(8) Try to eat a balanced diet.

(9) Observe the deadline of the submission and the time of the interview (Mendan).

(10) Always check the Newsletter of the school.

Please read all the documents from the school, fill in anything that needs to be answered and submit it on time. Ask your school teacher or friends if you don't understand.

(11) Check the homework.

(12) Make your child to have a habit of home study.

(13) Let's talk with children often about joining the club. (JHS only)

Junior high school club activities will be held not only after school hours on weekdays but also on weekends, holidays and long vacations. Tournaments and practice games are often held on Saturdays and Sundays. You cannot be late or absent without permission. Depends on the club activities, if there is a practice match on Saturdays and Sundays, parents must pick up their children at site where they practice. For individual use such as, a uniform, spike, or musical instrument, you must buy it. In addition, club activities are not cram (tutorial) schools or clubs. Once you join the club, you can't easily quit or join other club activities.

(14) Absence for a reason, please inform the school in advance.