

After-School Kids Club

FY2026

1-1 What is After-School Kids Club ?

- ▶ After-School Kids Club is a program for children whose parent(s) are not at home during the daytime because of work or other reasons.

Children are provided safe and comfortable places to play and spend their time after school. The program also aims to promote children's sound mental and physical development.

- ▶ In Machida city, this program was started in 1963. Kids Clubs have now been established in every elementary school in Machida city.
- ▶ In addition, in fiscal year 2021, Kids Clubs began to accept children in all elementary school grades (1~6).

1-1 学童保育クラブとは？

- ▶ 学童保育クラブとは日中不在になるご家庭の児童をお預かりし、適切な遊びと生活の場を提供し、心身の健全な育成を図るところです。
- ▶ 町田市では1963年に、学童保育事業がスタートしました。いまでは市内の全学校に学童保育クラブが設置されています。
- ▶ さらに、2021年度から全児童（1年生～6年生）の受け入れを開始しました。

1-2 Eligible Children

Children who are Machida city residents and whose parent(s) also meet one of the following criteria:

- (1) Parents or parent (in the case of a single-parent household) who cannot adequately take care of the child during the day because of work.
- (2) Parent(s) who cannot take care of the child during the day due to health-related reasons such as childbirth, illness, or injury.
- (3) Parent(s) who have caregiving/nursing responsibilities and are therefore unable to take care of the child during the day.
- (4) Parent(s) who attend school and therefore cannot care for the child during the day.

For details, please see page 8 ~

1-2 対象児童

町田市在住かつ下記のいずれかの項目に該当する者

- (1) 両親/もしくはひとり親世帯が就労の為、児童を保育することが困難な場合
- (2) 保護者が出産、疾病、負傷等により、児童を保育することが困難な場合
- (3) 保護者が介護・看護に従事しており、児童を保育することが困難な場合
- (4) 保護者が学校に就学している場合



詳細はページ8～

1-3 Program Schedule

☆ *Open*

<i>Mondays - Fridays</i>	<i>From Time School Ends - Until 6:00 pm</i>
<i>Saturdays Long holidays</i>	<i>8:30 am - 6:00 pm</i>
<i>Extended hours</i>	<i>6:01 pm - 7:00 pm (Sat/long holidays : 8:00 am - 8:29 am also available)</i>

☆ *Closed*

- Sundays
- National holidays
- Year-end & New Year holiday (Dec 29th - Jan 3rd)

1-3 運営時間

☆開所日及び時間

月曜～金曜 下校～18：00

土曜及び長期休み 8：30～18：00

*延長時間 8：00～8：29 & 18：01～19：00

☆閉所日

- ・日曜
- ・祝日
- ・年末年始（12/29～1/3）

2-1 Requirements for Enrollment

- Requirements for enrolling your child are as follows. Please make sure what kind of reason you are in, if you would like to apply.

★If the reason is Work

Required Document: Certificate of Employment

One of the following conditions, ① or ② must be met.

① Number of working days ⇒ 12 days or more per month (Not including Sundays)

Time of returning home ⇒ After 3:30 pm

② Number of working hours ⇒ 32 hours or more per week (Including Sundays)

2-1 入会要件

▶ 入会には要件を満たす必要があります。

★就労

いずれかを満たす必要があります。

①就労日数が月12日以上（日曜日を除く）かつ 帰宅時間が
15：30以降

②週の就労時間が週32時間以上（日曜日を含む）

2-2 Requirements for Enrollment

★ If the reason is injury/illness, or providing care/nursing for someone

Please submit one of the following certificates, depending upon your eligibility criterion.

For instance, Medical certificate or Disability certificate, Medical certificate for the person you are caring for.

★ If the reason is childbirth

Please hand in a copy of your Maternal and Child Health Handbook.

*Your name & due date must be listed on that copy.

Your child is eligible to join this program for a total of 5 months, from 2 months before your due date and up to 2 months after you gave birth.

Example: If your due date is May 1st, but you gave birth on April 30th, your child is eligible to have his membership-status from March until June.

Multiple pregnancy allows your child to have his membership-status from the month that 14 weeks before of your due date's month.

*You are not allowed to apply for this program during your childcare leave.

2-2 入会要件

★ 負傷、疾病、介護 等

下記の証明書等を提出してください。

医師の診断書、障がい者手帳、介護・看護診断書

★出産

母子手帳（母の氏名と分娩予定日がわかるページ）

出産予定日の2か月前の属する月から、出産日の2か月後の属する月までの計5か月

（例）出産予定日が5/1で、4/30に出産した場合

⇒ 3月～6月末までご利用可能です。

ただし、多胎妊娠の場合は出産予定日の14週間前の日が属する月からご利用いただけます。

※育児休業期間中は利用できません

2-3 Requirements for Enrollment

★ If Attending School

- Number of days attending ⇒ 12 days or more per month (not including Sundays)
- Time of returning home ⇒ After 3:30 pm

Required Documents:

- (1) A copy of your Student Identification Card, Enrollment Certification,
OR Certificate of Admission
- (1) Copy of Class Schedule

2-3 入会要件

★ 就学

通学日数が月12日以上（日曜日を除く）かつ 帰宅時間が
15：30以降の場合

下記の証明書を提出してください

在学証明書、学生証、入学許可書のいずれかのコピー
時間割のコピー

3-1 Documents Required to Apply

- ▶ 1. Membership Application Form

- ▶ 2. Required Documents:

If applying because of work responsibilities, a certificate of employment (for each parent)

If applying for other reasons, a medical certificate, disability certificate, medical certificate for the person you are caring for, Maternal and Child Health Handbook, or student identification card—whichever applies in your case

- ▶ 3. Child's Health and Daily Schedule Check Sheet

Please let us know in advance if your child(ren) has any food allergies or disabilities.

- ▶ 4. Other

3-1 申請に必要な書類

- ▶ 入会申請書
- ▶ 就労証明書（保護者全員分の）※就労している場合
(就労以外は各種診断書及び母子手帳、学生証など)
- ▶ 生活習慣確認シート（お子様がアレルギーや障害をお持ちの方は、事前にお知らせください）
- ▶ その他

3-2 Application for Membership

- ▶ Please complete all the items on the application form.
- ▶ Please come to the reception counter if you need assistance reading and writing in Japanese or other support.

3-2 入会申請書について

- ▶ 全ての空欄を埋めてください。もし、日本語の読み書きが難しい場合は、窓口までいらしてください。また、何かあればこちらでサポートいたします。

3-3 Certificate of Employment

① If you are an employee :

⇒ Please ask an official at your company to fill out the certificate of employment.

② If you are self-employed :

⇒ Please fill out the certificate of employment by yourself.

Note:

- The certificate will be valid for 3 months from date of issue.
- Company seal is not required.

3-3 就労証明書について

- ①会社に雇用されている場合
⇒会社の責任者が記入します。
- ②自営業又は個人事業主の場合
⇒ご自身で記入してください。

注意点

- ・有効期限は発行日から3か月です。
- ・社印は不要です。

4-1 Program Fees

Fee Type	Amount
<i>Monthly basic fee</i>	JPY 9,000/month
<i>Snack fee</i>	JPY 1,500-2,000/month
<i>Parents Association fee</i>	Varies by club



Note: It is possible that you may be eligible for a reduction or exemption of the monthly fee. So be sure to submit an application for “reduction/exemption of fee” or else check the box “application for reduction/exemption of fee” on the membership application form.

4-1 料金

★ 基本額

- ・ 育成料 月額9000円
- ・ おやつ代 月額1500～2000円
- ・ 保護者会費 学童によって異なります。

もし減免申請をすれば育成料が下がる可能性がございます。
そのため、入会申請書の減免申請☐または減免申請書の提出を
お忘れなく！

4-2 Fee Reduction/Exemption

● Process

Application ⇒ Screening ⇒ Approval ⇒ Enrollment

There are 5 categories for either reduction or exemption based on residence tax levied on households

Category	Residence tax		Basic fee /month		Fee per child for 15 days or less of enrollment in the first or last month of membership
			First child	Second and subsequent children	
Category 1	<ul style="list-style-type: none"> ●Households on welfare ●Households exempt from resident tax ●Households receiving support benefit for Japanese left behind in China 		JPY 0	JPY 0	JPY 0
Category 2	Household per capita tax only OR				
	income-based tax	Below JPY48,600	JPY3,000	JPY1,500	JPY1,500
Category 3	income-based tax	JPY48,600 ~JPY59,999	JPY6,000	JPY3,000	JPY3,000
Category 4	income-based tax	JPY60,000 ~JPY161,999	JPY7,000	JPY3,000	JPY3,000
Category 5	income-based tax	JPY162,000 ~JPY312,999	JPY8,000	JPY3,000	JPY3,000
Application not approved	income-based tax	Above JPY313,000	JPY9,000	JPY3,000	JPY3,000
Household not applying for reduction/exemption			JPY9,000	JPY9,000	JPY9,000

4-2 料金

減免申請の流れ

申請⇒審査⇒承認⇒決定

世帯の所得等の状況によって、減免区分が5つに分かれます。

減免区分	市町村民税所得割額		月額		
			1人目	2人目	在籍日数が月15日以下
区分1	●生活保護世帯 ●非課税世帯 ●中国在留関係		0円	0円	0円
区分2	均等割のみ課税世帯及び				
	所得割額	48,600円未満	3,000円	1,500円	1,500円
区分3	所得割額	48,600円以上 60,000円未満	6,000円	3,000円	3,000円
区分4	所得割額	60,000円以上 162,000円未満	7,000円	3,000円	3,000円
区分5	所得割額	162,000円以上 313,000円未満	8,000円	3,000円	3,000円
申請不承認 又は未申請	所得割額	313,000円以上	9,000円	3,000円	3,000円
申請無し			9,000円	9,000円	9,000円

4-3 How Monthly Basic Fees Are Set

Your household income in the previous two years determines your monthly basic fee

The monthly basic fee for April to June 2026 will be based on your household income from January to December 2024.

The monthly basic fee for July 2026 to March 2027 will be based on your household income from January to December 2025.

<u>Household Income for Period</u>	<u>Monthly Basic Fee for Period</u>
January 2024 ~ December 2024 →	April 2026 ~ June 2026
January 2025 ~ December 2025 →	July 2026 ~ March 2027

4-3 料金

★考え方

①2024年1月～2024年12月までの世帯所得⇒2026年4月～6月までの育成料に反映

②2025年1月～2025年12月までの世帯所得⇒2026年7月～2027年3月までの育成料に反映

4-4 Questions Regarding Fees

If you have any questions regarding the monthly basic fee you have been charged, please see if any of following might apply:

- ▶ 1) Did you live in Machida city as of January 1, 2025 (or January 1, 2026)? If the answer is NO, you need to obtain a taxation certificate from the city where you used to live and submit it.
- ▶ 2) Please check to make sure that your company (or yourself) filed your tax return by the deadline dates. If it was filed late, it is possible that the monthly basic fee charged to you does not accurately reflect your income. Your fee will be recalculated after we have confirmed your actual income. Overpaid fees will be reimbursed later.
- ▶ 3) It may also be the case that you did not apply for reduction/exemption of fees in the first place. If that is the case, you should submit the application form.

4-4 料金

育成料に関して、疑問がある場合は下記をチェックしてみてください。

- ①2024年1月1日もしくは2025年1月1日時点で町田市に住んでいましたか？もし市外に住まわれていた場合は、以前住んでいた市の市役所で課税証明書が取得できますので、追加で提出してください。
- ②会社（もしくはあなた自身）が、期限内に確定申告をしたかどうか確認してください。申告が遅れてると正確に反映されていない可能性があります。反映後に、金額が決定します。払いすぎた分は後日、返金（還付）されます。
- ③減免申請をしていない可能性もあります。その場合は、減額申請書の提出が必要となります。

5-1 Payment Method

- ◆ Your monthly payment can be made by direct debit from your bank account. (Please make sure that your bank needs to be the one of our main banks.)
- ◆ It is necessary to fill out a request-form for direct debit at the bank counter beforehand. Please bring your bank card (cash card) and a valid ID, (e.g. driver's license, health insurance card) as an identity verification.
- ◆ You also can apply for this online.

5-1 支払方法

- ▶ 口座振替でのお支払いをお願いします。
- ▶ 窓口で申請可能です。口座振替依頼書の記入が必要です。その際には、銀行のキャッシュカード及び免許書等の本人確認書をご持参ください。

※オンラインでも申請可能です。

6-1 How to Make Changes in Membership Status

- ① To file change of address, household status, or work
 - ▶ Please submit a form along with your new certificate of employment.

- ② To withdraw membership
 - ▶ Please submit a withdrawal form. We do not accept an application to withdraw over the phone.
- ※ About ① & ②, you can also apply online.

6-1 各種変更

① 変更（住所、世帯状況、仕事）

⇒ 変更届や新しい就労証明書を提出してください。

② 退会

⇒ 退会届を必ず提出してください。電話連絡のみは受け付けておりません。

※オンラインでも申請可能です。

7-1 Application Period for Kid's Club (Start from April 1st of Fy 2026)

If you would like your child to begin After-school Kids Club from 1st of April 2026, you must apply during First & Second Reception Periods, based on Reception Categories below.

Reception Categories	Subject	Reception Period
First Reception (Only for Lower graders and so)	Lower graders(1 st to 3 rd) & All graders with disabilities	Year of 2025 Oct. 1 st (Wed)~Nov. 2 nd (Sun)
Second Reception (For all graders)	All graders	Year of 2025 Nov. 3 rd (Mon)~Nov. 30 th (Sun)
Third Reception (Additional reception)	All graders	Year of 2026 Jan. 16 th (Fri)~Feb. 28 th (Sat)

- ▶ In First Reception period, everyone who fulfils the membership requirements without any issues about your prepared application forms, can be accepted.
- ▶ If the number of applicants exceeds the acceptance quota at Second and Third Reception Periods, Screening will be done by reviewing their applications.
- ▶ In principle, your application must be done during First and Second Reception Periods. There are only a few seats left for Third Reception Period.

*You can apply either online or by mail. You can also bring your application forms to Machida City Hall (2nd floor, counter number 202). *Notice: You need to apply every school year for this program.

7-1 2026年度 4月1日からの入会について

2026年4月1日からの入会を希望する方は、以下の期間にご申請をお願いいたします。

受付区分	対象	受付期間
1次受付 (低学年等優先受付)	低学年児童・ 障がい児等	2025年 10/1(水)～11/2(日)
2次受付 (全学年受付)	全学年	2025年 11/3(月)～11/30(日)
3次受付 (全学年追加受付)	全学年	2026年 1/16(金)～2/28(土)

- ▶ 1次受付では、入会要件を満たし、書類に不備がなければ全員入会することができます。
- ▶ 2次・3次受付で受入枠を超えて申請があった場合は、入会選考を行います。
- ▶ 3次受付の受入枠はわずかです。原則として1次・2次受付期間中にご申請ください。

オンライン、郵送、または市役所2階202カウンターで申請を受け付けております。

注意：申請は毎年度必要になります。

8-1 Contact Information

- Machida City Hall : 2-2-22 Morino Machida, 194-8520
TEL : 042-724-2182
Mail : kodomo020_01@city.machida.tokyo.jp
Website : <https://kosodate-machida.tokyo.jp/>