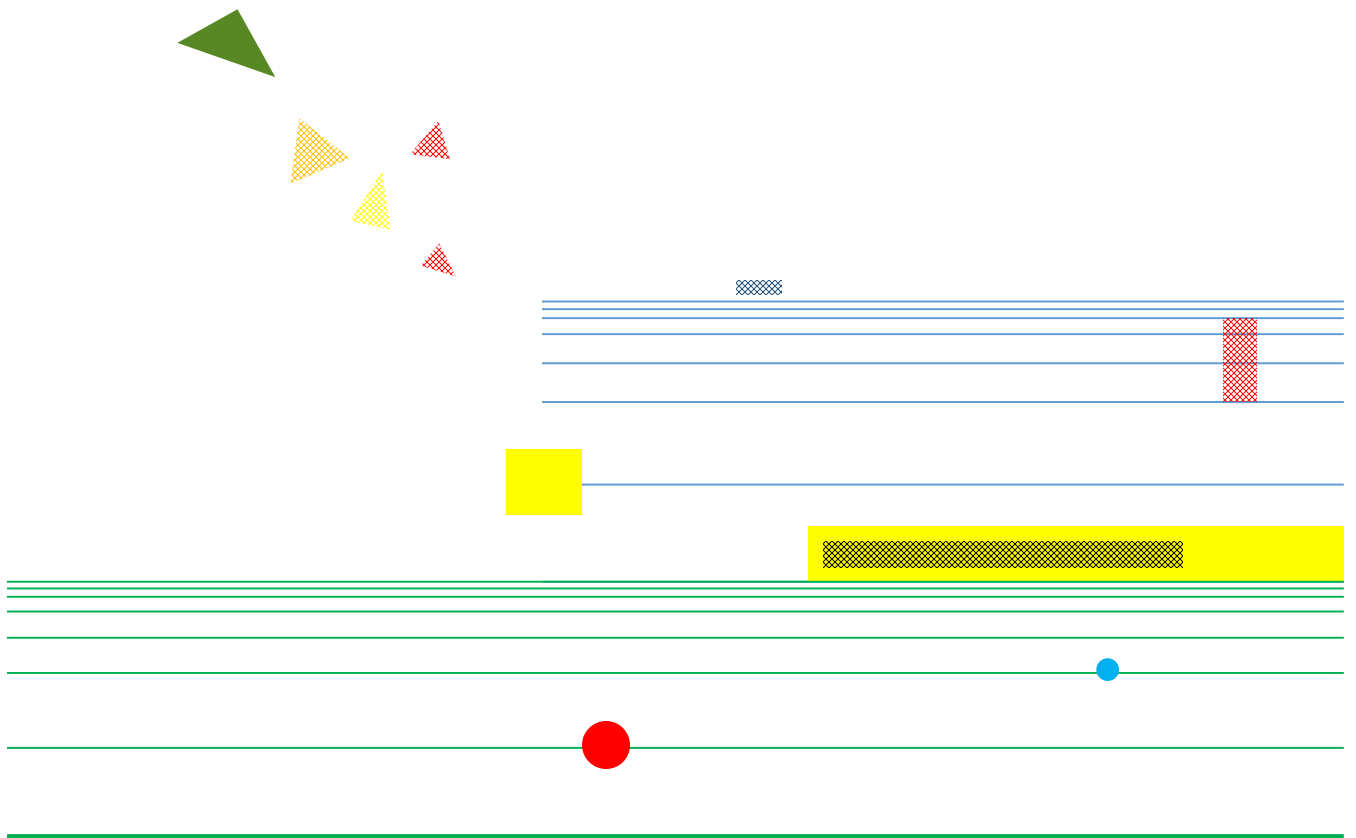



English

Utsunomiya City Elementary School & Junior High School Guidebook

For Foreign Pupils/Students & Guardians



 Welcome to the Utsunomiya City Schools

Utsunomiya City Board of Education

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I Welcome to the Utsunomiya City Schools

1. “Utsunomiya City Elementary School & Junior High School Guidebook: Welcome to Utsunomiya City’s Schools”

In order for your child to have an enjoyable daily school life, it is necessary to know about Japanese schools. Furthermore, in order for guardians to cooperate with the teachers to educate children, it is important to deepen your understanding of the Japanese education system and schools.

For that purpose, this “Utsunomiya City Elementary School & Junior High School Guidebook: Welcome to Utsunomiya City’s Schools” has been created, so please make sufficient use of it.

This guidebook provides an outline of the Japanese education system and of the education conducted at elementary and junior high schools located in Utsunomiya City. There are some differences depending on the school, so when you want to know further information, please ask a teacher at the school in which your child is enrolled.

2. Utsunomiya City Introduction

Utsunomiya City is located approximately 100km north of Tokyo. It is the location of the Tochigi Prefectural Office, centered around the prefectural government, economy, and culture, and is a city exceeding a population of 500,000 people.

In addition, the Nikko mountain range, surpassing an elevation of 2,000m, is visible to the northwest of the city, and in the east flows the Kinugawa River. This pure and rich water is used for drinking water, crop cultivation, equipment manufacturing at factories, etc.

It frequently rains in Utsunomiya City in the evenings during summer, but rarely rains or snows in winter, with a dry cold wind blowing instead.



Transportation from Tokyo to Utsunomiya City

- JR From Tokyo to Utsunomiya (Tohoku Shinkansen) Approx. 50min
- Tobu Railway From Asakusa to Utsunomiya (Nikko/Utsunomiya Line) Approx. 1hr40min
- Car From Tokyo to Utsunomiya (Tohoku Expressway) 130km

3. Utsunomiya City Schools

In Utsunomiya City, there are Utsunomiya City municipal public and private, Tochigi Prefectural, and national elementary and junior high schools. In addition, there are also many high schools and universities, etc.

As for Utsunomiya City municipal schools, there are 68 elementary schools and 25 junior high schools.

【Elementary & junior high schools in Utsunomiya City】

- 68 Utsunomiya City municipal elementary schools, 1 national elementary school, 1 private elementary school
- 25 Utsunomiya City municipal junior high schools, 1 national junior high school, 1 Tochigi Prefectural junior high school, 4 private junior high schools

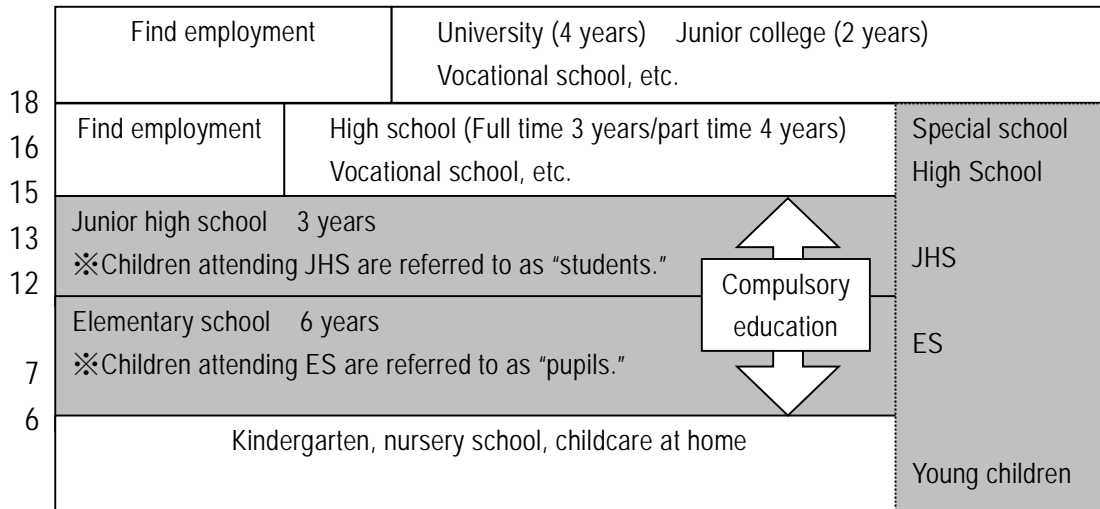
The following map shows the Utsunomiya City municipal junior high school districts in Utsunomiya City.



II Japan's Education System

【Japanese school system diagram】

Age



1. Elementary & Junior High School Education (Compulsory Education) System

(1) The period of receiving education is a nine-year period from first grade elementary school through third grade junior high school.

The first April when a child has turned six years old is when they enroll in elementary school, and receive education there for six years. After graduating from elementary school, they can enter junior high school, and receive education there for three years. After finishing one year of study children advance to the next grade level.



(2) The school year begins in April.

The elementary school and junior high school's school year starts in April and ends in March. Schools are not in session on Saturdays, Sundays, national holidays, summer vacation, winter vacation, and spring vacation.

※Utsunomiya City schools have a two day fall vacation.

Please refer to p.11 for details.



(3) Some schools have tuition fees and some do not.



The tuition and textbook fees at elementary and junior high grades at public (national, prefectural, municipal) elementary, junior high, and special needs schools is free, but it is necessary to pay the school lunch fee and expenses for teaching materials used in class to the school. The textbook fees at private elementary and junior high schools is free, but it is necessary to pay a tuition fee, school lunch fee, expenses for teaching materials used in class, etc. to the school.

(4) It is possible to receive special needs education.

There are special needs schools as well as elementary and junior high schools that have special needs classes which provide education for children with special needs in small numbers.

(5) Public elementary and junior high school enrollment is determined by school district.

The elementary/junior high school to enroll in is determined by where you live. It is not possible for guardians to select any school.

2. Elementary & Junior High School Education Content

(1) Elementary and junior high school teachers

At elementary schools, the homeroom teacher teaches most of the subjects. At junior high schools, a specialist teacher teaches each subject. The homeroom teachers at junior high schools teach the subject they are in charge of, and special subjects such as moral education, special activities, etc.

Elementary and junior high school teachers teach only in Japanese, but junior high school teachers who teach a foreign language (English) use English to conduct classes.



(2) All schools teach content set by the Ministry of Education, Culture, Sports, Science and Technology.

The content learned at schools is determined by curriculum guidelines created by the Ministry of Education, Culture, Sports, Science and Technology. In Japan, all schools create their educational content from subjects such as Japanese and math, etc., as well as special subjects such as moral education, special activities, integrated studies, etc. based on the curriculum guidelines.

(3) The subjects studied differ by elementary and junior high school, as well as by grade.

| Grade | Name of subjects studied |
|--|---|
| Elementary 1 st , 2 nd grade | Japanese Math Daily Life Music Arts & Crafts P.E. Moral Education Foreign Language (English) Activities Homeroom Activities |
| Elementary 3 rd , 4 th grade | Japanese Social Studies Math Science Music Arts & Crafts P.E. Moral Education Foreign Language (English) Activities Homeroom Activities Integrated Studies |
| Elementary 5 th , 6 th grade | Japanese Social Studies Math Science Music Arts & Crafts P.E. Home Economics Foreign Language (English) Moral Education Homeroom Activities Integrated Studies |
| Junior High 1 st – 3 rd grade | Japanese Social Studies Math Science Music Art Health & P.E. Technology & Home Ec. Foreign Language (English) Moral Education Homeroom Activities Integrated Studies |

※Please refer to p.9-10 for the subject content.

(4) Textbooks are given out each year free of charge.

All textbooks used for studies are given out free of charge from the government at the start of each school year to all elementary, junior high, and special needs school children. However, in addition to textbooks, such supplemental teaching materials as reference materials, instruments, training materials, etc. are also used, so the purchase expenses must be paid.



3. Education After Junior High School Graduation

When students who graduated from junior high school so desire, they can receive education at a high school or vocational school, etc. for three years. In order to enroll in a high school, etc., students must take and pass a competitive examination on subjects with an interview, etc. prior to graduating from junior high school. It is possible to retake the test after graduating from junior high school.

For both public and private high schools, vocational schools, etc., it is necessary to pay tuition fees, textbook fees, etc. to the school.

III Utsunomiya City's Elementary & Junior High Schools

1. Day Schedule at Elementary & Junior High Schools

At elementary and junior high school pupils/students don't just take classes, but also clean the school, distribute school lunch, etc. in order to learn the importance of cooperating and working. The time pupils/students go to school and various rules differ by school, so please confirm about detailed information with your child's teacher.

(1) At elementary school, one class is 45 minutes, and pupils go to and from school in predetermined groups.

Going to school

- For most schools, pupils are assigned to a group of students which live nearby to walk to school, and they take a predetermined route to school. Guardians and people from the community take turns standing and watching the pupils at intersections to make sure that they are not involved in traffic accidents.
- When pupils arrive at school, they put away their belongings, and sit in their seats 5 minutes prior to a set time.



- ※ When your son/daughter will be absent (or arrive late or leave early) from school due to illness, injury, etc., please be sure to contact the school. Depending on the school, the contact method differs, as some schools prefer you call, and others prefer you ask another pupil to take a Contact Card (p.20) to school, etc.



Morning meeting

- After reading or studying for a short time, the homeroom teacher will explain about the day's schedule and check everyone's health status.
- Sometimes all of the pupils at school will gather for an assembly in the gym, etc., and listen to the principal speak, etc.



Morning classes

- There are 4 classes held in the morning, and each class is 45 minutes long.
- Sometimes classes are held in special classrooms, such as the science room or music room, etc., or in the gym, playground, or other location outside the school.
- There is about a 10 minute break between classes. Some schools have a longer break after the second class for about 20 minutes.

School lunch

- Pupils eat lunch in their classroom or lunch room that is prepared by the school.
- Children take turns distributing the school lunch and cleaning up the dishes.



- ※ Bringing food or beverages to school is prohibited. However, in summer (heatstroke countermeasure), in winter (flu countermeasure: gargling with tea), when out on an all-day fieldtrip, or on a school-designated sack lunch day, it is permissible to bring a sack lunch or beverage.



Lunch break

- Pupils play in the playground or gym, or read books in the library.
- Some days pupils play with all of the students in the same grade, and some days they are put in groups of pupils of different grades to play.

- ※ Pupils are not permitted to leave the school grounds without the permission of a teacher.



Cleaning time

- After lunch break all students cooperate with pupils in the same or other grades to clean an allocated location.
- On some days there is no cleaning time, but instead a longer lunch break.
- At some schools cleaning takes place after afternoon classes.

- ※ Pupils wear a triangular piece of fabric or their school's hat so that dust, garbage, etc. doesn't get on their head while cleaning. At some schools, pupils change into their P.E. uniform to clean.



Afternoon classes

- Afternoon classes begin after cleaning. There are 1 or 2 classes in the afternoon.
- Depending on the school schedule, sometimes pupils have their afternoon meeting after cleaning and then go home.

Afternoon meeting

- The homeroom teacher explains about the next day's schedule, homework, and things to bring to school. Pupils write that information in their "Standard Diary" contact booklet distributed by the school.

- ※ Sometimes the homeroom teacher writes messages to guardians in the contact booklets, so please look at the contact booklet every day. In addition, pupils bring home a variety of papers with information, and especially important information is translated into the language used by the guardian.



Leaving school

- Depending on the day, the time that pupils in a particular grade leave school differs, so they go home in predetermined groups or use a predetermined route so that they will not be going home alone whenever possible. Guardians and people from the community take turns standing and watching the pupils at intersections to make sure that they are not involved in traffic accidents.
- There are facilities which will look after students for whom their guardian or family would not be at home at that time, called "Kodomo no Ie" or "Rusu Katei Jidokai." These organizations are separate from the school, so there is a fee.



- ※ Please inquire about the process of enrolling in a "Kodomo no Ie" or "Rusu Katei Jidokai" with an employee when conducting school entrance procedures at the city hall. Please ask your child's teacher if inquiring after enrolled in school.



(2) At junior high school, one class is 50 minutes, and students go to and from school in walking or by bicycle.

Going to school

- Students take a predetermined route to school. Students who live far from school may be permitted to go to and from school by bicycle. The conditions for commuting to school by bicycle differ by school.
- When students arrive at school, they put their belongings in their locker, and sit in their seats 5 minutes prior to a set time.
- Students who take part in club activities may have practice in the morning.



※ When your son/daughter will be absent (or arrive late or leave early) from school due to illness, injury, etc., please be sure to contact the school. Depending on the school, the contact method differs, as some schools prefer you call, and others prefer you ask another student to take a Contact Card (p.20) to school, etc.



Morning meeting

- After reading or studying for a short time, the homeroom teacher will explain about the day's schedule and check everyone's health status.
- Sometimes all of the students at school will gather for an assembly in the gym, etc., and listen to the principle speak, etc.



Morning classes

- The teacher for each subject is different.
- There are 4 classes held in the morning, and each class is 50 minutes long.
- Sometimes classes are held in special classrooms, such as the science room or music room, etc., or in the gym, playground, or other location outside the school.
- There is about a 10 minute break between classes. Some schools have a longer break after the second class for about 15 minutes.

School lunch

- Students eat lunch in their classroom that is prepared by the school.
- Children take turns distributing the school lunch and cleaning up the dishes.



※ Bringing food or beverages to school is prohibited. However, in summer (heatstroke countermeasure), in winter (flu countermeasure: gargling with tea), when out on an all-day fieldtrip, or on a school-designated sack lunch day, it is permissible to bring a sack lunch or beverage.

Lunch break

- Students play in the playground or read books in the library.

- ※ Students are not permitted to leave the school grounds without the permission of a teacher.



Afternoon classes

- Afternoon classes begin after lunch break. There are 1 or 2 classes in the afternoon.
- Depending on the school schedule, sometimes students clean and have their afternoon meeting after lunch and then go home.

Cleaning time

- After the afternoon classes all students cooperate with students in the same or other grades to clean an allocated location.

- ※ Students change into their P.E. uniforms and wear a triangular piece of fabric so that dust, garbage, etc. doesn't get on their head while cleaning.



Afternoon meeting

- The homeroom teacher explains about the next day's schedule, homework, and things to bring to school. Students write that information in their "Standard Diary" contact booklet distributed by the school.

Leaving school

- Students take a predetermined route to go home.

- ※ Students bring home a variety of papers with information, and especially important information is translated into the language used by the guardian.



Club activities

- Students who want to can participate in a "club activity" involving a sport or cultural activity on the playground or in the gym, classroom, etc. after the afternoon meeting. Teachers at the school or people from the community provide instruction for these activities.
- Club activities are not only for the purpose of aiming to come in first place at a competition or win a prize, but also to allow students to develop relationships with other students of differing ages, and to enhance their skills.

【Examples of club activities】

- ※ The types of club activities offered differ by school.
Baseball, softball, soccer, basketball, volleyball, tennis, table tennis, track & field, swimming, judo, kendo, archery, band, choir, art, science, etc.

2. Subjects Studied

This is an explanation of subjects amongst those listed on p.4 for which the name changes depending on the grade level or subjects new to pupils/students advancing to a higher grade level, as well as subjects unique to Japan. During classes, it is common for pupils/students to talk with each other after listening to the teacher's explanation, summarize information in writing, or create materials or projects.

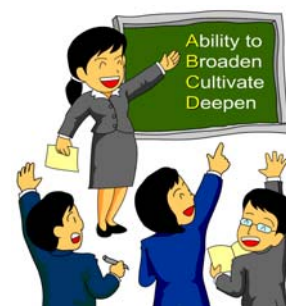
- (1) In elementary school, 1st and 2nd graders study "Daily Life" about their community and nature, and when they become 3rd graders, that content is split mainly into "Social Studies" and "Science."



- (2) At elementary school English is taught in "Foreign Language Activities" and "Foreign Language" classes, and in junior high school in "Foreign Language" classes.

At elementary school, pupils learn English conversation in "Foreign Language Activities" or "Foreign Language" classes, and in junior high school, students learn English conversation and grammar, etc. in "Foreign Language" classes.

For both subjects, a Japanese teacher and native English speaking ALT (Assistant Language Teacher) participate in the classes.



- (3) In "Home Economics" at elementary school and "Technology & Home Economics" at junior high school, pupils/students learn content directly related to daily life, such as cooking, computer use, etc.

In "Home Economics," pupils/students learn about sewing, cooking, daily lifestyle with consideration of the environment.

In "Technology," students learn about material manufacturing, raising animals, computers, etc.



- (4) In "P.E." at elementary school and "Health & P.E." at junior high school, pupils/students learn how to swim in addition to doing exercise that involves running, balls, etc.

Pupils/students learn about how to live a healthy life. Sometimes boys and girls are taught separately due to the reason of differences in physical capabilities, etc.

At junior high school, sometimes kendo, etc. classes are held.



(5) In the special subject "Moral Education," pupils/students learn about compassion and how to live a life that values life, etc.

(6) During "Integrated Studies" time, pupils/students learn about content related to multiple subjects. Pupils/students learn and present about various things related to a theme such as welfare, the natural environment, international understanding, etc.

(7) In "Special Activities," pupils/students learn conduct "class activities" in which they talk about rules for their school grade and activities, and conduct "school events," such as sports day and fieldtrips, etc., learning about how to live together well in a group.

During "Sports Day" at elementary school and "Sports Festival" at Junior high school, pupils/students participate in running races, ball competitions, etc., and are ranked by class.



Learning opportunities also take place outside of school for pupils/students of the same class or grade level to stay overnight, directly come in contact with nature or cultural assets, and cultivate cooperation.

※ The content and timing of such learning opportunities outside of school varies by school, so please ask your child's teacher for more information.



Learning that takes place outside school

【Daytime fieldtrips】

- "Fieldtrips" involve visiting a zoo or cultural asset, and "social studies fieldtrips" involve visiting a water purification plant or waste treatment plant, etc.
- "Miyako Challenge Week" is when 2nd grade junior high school students experience working or volunteering at work location of their choice.



【Overnight fieldtrips】

- The "Adventure Activity Classroom Experience" is when pupils/students stay overnight at a facility located in northern Utsunomiya (Shinoi) and do mountain climbing, etc. once in elementary school and once in junior high school. Depending on the school, sometimes pupils/students go to the ocean.



- "School trips" are when pupils in elementary school stay overnight and learn about cultural assets in the Kamakura area for 1 night/2 days, and when students in junior high school do the same in the Kyoto area for 2 nights/3 days.

※ Guardians do not accompany pupils/students on overnight fieldtrips.

3 1 Year School Schedule

Below is a list of most activities that take place at elementary and junior high schools.

| | Elementary school | Junior high school |
|----------|-------------------|---|
| 1st term | April | 1st term opening ceremony Entrance ceremony, new student welcome party Body measurement & health exam, evacuation drill |
| | May | Guardians mtg. & PTA general mtg. Home visits Sport club activity competitions |
| | June | 6th grade school trip (Many schools have in Oct./Nov.) 3rd grade school trip (May - July) |
| | July | Field day (some schools have in September or October) Sports festival |
| | August | Summer break starts Parent conferences |
| | September | Summer break ends |
| | October | Evacuation drill 1st term closing ceremony |
| | 2nd term | October |
| November | | Presentation day Class observation day • Parent conferences |
| December | | Utsunomiya City study content retention survey Winter break starts |
| January | | Winter break ends |
| February | | Winter break ends |
| March | | Coming of age ceremony Graduation ceremony Closing ceremony Spring break begins |
| | | High school entrance exams |

※ "Parent conferences" are when guardians, pupils/students, and the homeroom teachers talk about the pupil's/student's daily studies and lifestyle. Further education is especially discussed for 3rd grade junior high school students, so please be sure to attend.



4. Clothing and Items Required for School

Guardians are responsible for purchasing items required for elementary and junior high school, as well as the junior high school uniform. The purchasing method varies, as sometimes guardians are to purchase items at a store, and sometimes the school makes purchases on behalf of guardians and bills them, etc.

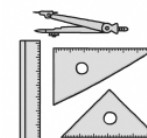
(1) Clothing

- There is no set clothing required for elementary school.
Pupils are encouraged to wear clothing that is easy to move around in.
Some schools have a set hat pupils must wear.
- A set uniform determined by the school is required for junior high school.
At both elementary and junior high schools, pupils/
Students change into a P.E. uniform determined by the
School for P.E. class, etc.



(2) Items for school

- A satchel is required for elementary school, and a school bag determined by each school for junior high school.
- Indoor sport shoes called "uwabaki," determined by the school, are worn inside school buildings. At some schools different sports shoes are worn when using the gym.
- Pencils and pens are used to write the class content in notebooks.
At elementary school pencils are used so that pupils can learn the correct way to write Japanese characters. Depending on the class, sometimes rulers, colored pencils, etc. are used.
- Different items are used for each subject. Most items are purchased by the school on behalf of the guardians and the guardians are later asked to pay, or the pupils/students may make a direct purchase if the vendor comes to sell the items at school. Pupils/students bring money and purchase items of choice selected from a flier, etc.
 - Keyboard harmonica
 - Recorder (Elementary school: soprano recorder, Junior high school: alto recorder)
 - Paint set • Sewing set • Calligraphy set etc.



Recorder



Paint set



Calligraphy brush, inkstone, etc.

※ Pupils/students wear a school nametag on their clothes at both elementary and junior high school. Please be sure to write your child's name on their belongings.



5. Expenses Required for School

The tuition and textbook fees at elementary and junior high schools is free, but it is necessary to pay the school lunch fee and expenses for teaching materials used in class to the school.

(1) Necessary expenses are approximately 7,000 yen per month.

【Supplemental teaching materials fee】 1 year Approx. 20,000 yen

- Each pupil/student purchases the exercise books and materials they will use.



【Joint purchase fee】 1 month Approx. 200 yen

- Fee used to purchase construction paper used by the class, etc.

【School lunch fee】 1 month Elementary Approx. 4,300 yen Junior High Approx. 5,400 yen

- Fee for school lunch that students eat each day.

【Elementary & junior high school student council fee】 1 month Approx. 50 yen

- Fee for paper, permanent markers, etc. pupils/students use for council activities.

【PTA fee】 1 month Approx. 500 yen

- Fee for events, beautification activities, public relations publication issuance mainly conducted by guardians.

【School trip fee】 1 month Elementary Approx. 3,000 yen Junior High Approx. 7,000 yen

- Fee accumulated from prior years for 6th grade elementary school and 3rd grade junior high school students' school trip travel and lodging expenses.

※ The names, types, and amounts of these expenses differ by school.



(2) These fees are paid through a bank account withdrawal.

Guardians are notified of the required amount via a document from their child's school, and the school makes a withdrawal monthly or once every half year from the bank accounts specified by the guardians.

※ Please be sure that these fees are paid by the specified date.



(3) There is a school expense support (financial support for supplementary materials, etc.) system.

A portion of school item purchases and school lunch fees are covered for children attending elementary or junior high school of households for which it is difficult to pay those fees for economic reasons. If you would like to utilize this system, please submit an application form to the school your child attends. One month later you will be notified as to whether your child is eligible for the support.

6. School Grades

(1) The grades of pupils/students at elementary and junior high schools in Utsunomiya City are notified to their guardians twice a year.

- At elementary and junior high schools, grades are given based on tests and projects summarizing the content learned in each subject, and on each pupil's/student's performance during class. Importance is placed not only on whether knowledge and skills are obtained, but also on each pupil's/student's attitude toward learning during class, homework submission, etc.
- A report card, "tsuchihiyo," is given to guardians via pupils/students on the last day of 1st term and the last day of 2nd term (end of school year) for elementary and junior high schools in Utsunomiya City. Report cards provide notification to guardians on the pupil's/student's performance and things they have learned, etc. so that the guardians and teachers can cooperate in educating the pupils/students.

At junior high school several times a year periodic tests are conducted for Japanese, Social Studies, Math, Science, English, etc., and a report card with each child's score and rank is given to each guardian.

※ Please acknowledge your child's effort and praise them. Also, when effort is needed, please provide advice and encourage them.



(2) The grades for each subject and performance, etc. are notated in numbers, symbols, and/or sentences on the report cards. The meaning of the numbers and symbols is as follows.

<Each subject>

【5 stage evaluation system】

- 5・・・Can do very sufficiently
- 4・・・Can do sufficiently
- 3・・・Can generally do sufficiently
- 2・・・Needs effort
- 1・・・Needs much effort



Pupils/students are evaluated not only on their test results, but also on their effort to participate in class and desire to learn.

【3 stage evaluation system】

- 3, A, ◎・・・Can do sufficiently
- 2, B, ○・・・ Can generally do sufficiently
- 1, C, △・・・Needs effort



<Lifestyle effort>

【2 stage evaluation】

- ・・・ Especially good action is noticeable
- Blank・・・ Nothing noticeable



Pupils/students are evaluated on their school lifestyle according to evaluation items set by their school.

(For example, whether they implement basic lifestyle customs, or have a sense of responsibility, compassion, willingness to work, etc.)

7. Health and Safety at School

- (1) Injury & illness assistance are provided free of charge at the school's health room. The school nurse provides first aid in the health room for pupils/students who have a fever, cough, etc. It is possible to rest on a bed, etc. in the health room.

※ If a pupil/student has a serious injury or illness for which assistance cannot be provided in the health room, the guardian will be requested to take the pupil/student to a doctor to receive medical attention. Depending on the state of the injury, etc., the school may make the decision to call for an ambulance.



- (2) "Health checkups," "body measurement," etc. medical exams take place at school free of charge.

In April – June doctors go to each school to do medical exams on the pupils'/students' eyes, ears, nose, teeth, and internal organs. 1st grade and 4th grade elementary school pupils and 1st grade junior high school students have a heart examination take place in which an electro-cardiogram, etc. is conducted. Urine analysis and tuberculosis testing, etc. is also conducted for examinations on internal organs.



※ Clothing on the upper half of the body is removed for internal organ and heart examinations.

※ In order to confirm the health status of pupils/students, guardians are to fill out an illness record, etc. for their child on a health questionnaire and submit it to the school prior to the medical examination day.

※ If a thorough examination is necessary based on the "health diagnosis," etc. results, then the school will contact the guardian, and the guardian will be requested to take their child to a doctor to receive medical attention.



- (3) Some illnesses require that pupils/students do not attend school until they have recovered.

When a pupil/student has an illness that may be infectious, then according to law the pupil/student cannot attend school until they receive a "Healed Certificate" from a medical doctor. In this case, the pupil/student will not be marked "absent (not attending school)."

- | |
|---|
| <ul style="list-style-type: none">• COVID-19 • Flu • Whooping cough • Measles • Rubella• Chickenpox • Mumps etc. |
|---|

※ A "Flu Progress Report" is to be submitted by the guardian for the flu.

- (4) There is a system to receive benefits when a pupil/student is injured at school and goes to a doctor for medical treatment.

- It is called the "Mutual Aid Disaster Insurance" provided by the Japan Sport Council.
- Enrollment procedures are necessary to utilize this system.

- Enrollment is voluntary, but if you consent to enrollment, please submit a "Enrollment Consent Form" and "Mutual Aid" documentation to the school.

※ Please inquire with the school regarding detailed information on the system and the enrollment procedures.

※ Of the 920 yen (annual amount) for mutual aid, guardians pay 460 yen.
(The remaining 460 yen is covered by the Utsunomiya City Board of Education.)



- (5) In order to have a healthy and safe lifestyle

- | |
|--|
| <ul style="list-style-type: none">○ At school:<ul style="list-style-type: none">• Do not run in the hall or classroom.• Wash hands carefully before lunch and after using the bathroom.• Brush teeth after eating lunch.○ After going home:<ul style="list-style-type: none">• Do not suddenly jump out on the road or go to dangerous places.• When you go out to play, tell your guardian where you are going, and what time you will return and go home before the time set by your school. |
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IV Utsunomiya City's Foreign Pupil/Student Education

1. Teach Japanese, School Rules, etc. to Pupils/Students

① Pupils/students who have just recently come to Japan can learn Japanese and school rules every day for about 2 months at an Initial Japanese Instruction School ("Habataki Kyoshitsu").

【Initial Japanese Language Instruction Classes】

- Classes take place at the Utsunomiya City Education Center.
- The classes are for 3 hours, from 9:00 – 12:00.
- The minimal conversation, reading and writing hiragana, greetings, etc. necessary for school life are taught.

※Guardians are requested to drop off and pick up their child at the classroom.



【Center classroom】



② A Japanese language instructor who instructs in the child's native language is dispatched 2 or 3 times a week to schools where pupils/students have transferred in within the past 1 to 2 years, and they teach Japanese and school rules using Japanese and the child's native language.

③ A Japanese language instructor who instructs in Japanese is dispatched to 1 time a week to schools where there are pupils/students who have become able to carry on daily conversation in Japanese, and teaches them the Japanese used in the teachers' explanations during class and the meaning of what is written in textbooks in Japanese until they can understand it on their own.



※ Utsunomiya City covers the expenses for taking classes at the Initial Japanese Instruction School and dispatching Japanese instructors to schools, so that is free of charge. If you want your child to take classes there, please inquire with the School Education Division Instruction Group at 028-632-2797.

※ If you would like a Japanese instructor to be dispatched, please consult a teacher at school.

※ Pupils, students, and guardians who want to learn Japanese or Japanese culture, etc. on weekdays, weekends, or during summer vacation, are encouraged to inquire with an international exchange group, such as the Utsunomiya City International Association (TEL: 028-616-1870).



2. Provide Interpreting and Translating for Guardians

• Dispatch interpreters to school guardian meetings, parent and child meetings, etc.

【Interpretation languages】 Portuguese, Spanish, Chinese, Thai, etc.

• Translate important informative documents from the school and school enrollment information.

• Explain about the Japanese high school entrance exam system and studies.

※ If you would like an interpreter to be dispatched, please make a request to your child's teacher.

If it is difficult for you to request by phone, please use the Contact Card for School on p.20.



※ Please inquire below for consultation on life issues in general. Consultation is possible in various native languages (English, Chinese, Portuguese, Spanish, Vietnamese) on different days.

City Hall 2F Citizen's Consultation Corner TEL: 028-632-2834 (Thursdays only)

Utsunomiya International Plaza (Utsunomiya City International Association) TEL: 028-616-1564

V Consultation When You Have Concerns

1. When You Want to Consult Regarding School Education

(1) When you want someone to teach your child Japanese

【Children planning on enrolling in school】

Please apply when completing school enrollment procedures at the School Management Division School Enrollment Group on the 13th floor of the City Hall.

【Pupils/students attending school】

Please inform your child's teacher of your desire for a Japanese language instructor to be dispatched.

【In charge】 School Education Division Instruction Group TEL: 028-632-2797
E-mail: u4602@city.utsunomiya.tochigi.jp

(2) When you want to have an interpreter dispatched to be able to talk with a teacher

Please submit the "Contact Card for School" on page 20 to your child's teacher and apply for an interpreter to be dispatched. A Japanese language instructor teaching Japanese in your native language at your child's school will interpret. If there is not a Japanese language instructor teaching Japanese in your native language at your child's school, then the School Education Division Instruction Group will dispatch an interpreter.

【In charge】 School Education Division Instruction Group TEL: 028-632-2797
E-mail: u4602@city.utsunomiya.tochigi.jp

(3) When you want to conduct school enrollment or school transfer procedures to an elementary or junior high school

【School enrollment procedures】

Complete the procedures at the School Management Division School Enrollment Group on the 13th floor of the City Hall. Please bring the residence card and stamp, etc. for yourself (guardian) and your child.

【School transfer procedures】

When transferring schools has been decided, please inform your child's teacher as soon as possible.

【In charge】 School Management Division School Enrollment Group TEL: 028-632-2724

2. When You Want to Consult About Your Life in General

Please inquire as follows regarding consultations on your life in general. Native speakers of various languages (English, Chinese, Portuguese, Spanish, Thai, Vietnamese) can be consulted on different days.

Citizen's Consultation Corner, City Hall 2F TEL: 028-632-2834
Utsunomiya International Plaza TEL: 028-616-1564

3. When You Want to Learn Japanese

Pupils, students, and guardians who want to learn Japanese or Japanese culture, etc. on weekdays, weekends, or during summer vacation, are encouraged to inquire with an international exchange group, such as the Utsunomiya City International Association at TEL: 028-616-1870.

VI Information for Guardians

In order for children to grow up in a healthy manner, the cooperation of the school, family, and community is necessary.

1. Please Cooperate with the School

(1) Please have a good understanding of school issues.

Please participate in class observation days at school and see your child at school and what the teacher is teaching.

The papers your child brings home from school contain important information and requests from the school. Papers that have been translated contain especially important information, so please be sure to read them.

(2) Please adhere to the school rules.

There are various rules at school. They are necessary in order for many children to get along well together and concentrate on their studies. Please instruct your child to obey rules at home, just as at school.

【School rules】

- Items not necessary for studying, such as snacks or juice, are not to be brought to school.
- Wearing accessories or makeup is not permitted.
- Each junior high school requires wearing a specific uniform, etc.



2. Please Encourage Your Child

(1) Your child is doing their best.

Your child is doing their best everyday to study Japanese and various other subjects. In addition, he/she is trying their best to get along well with his/her friends.

It is the responsibility of you, the guardian, to support your child in making such efforts. Please listen to what your child has to say and praise them for their efforts as much as possible.



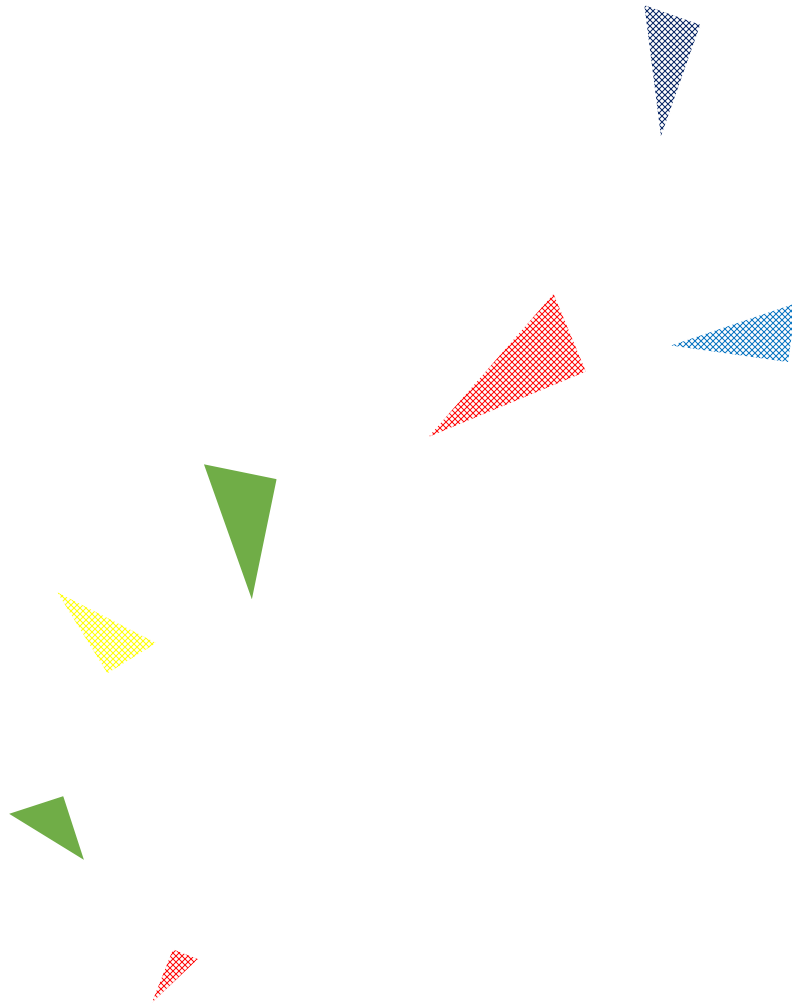
(2) Please have your child attend school daily.

Please have your child attend school everyday unless there is a special reason, such as illness, etc. If your child is absent from school for several days, not only may they forget the Japanese that they worked hard to learn, but it may become more difficult to get along well with other children.

3. Please Cooperate with Guardians and People in the Area

The "PTA" (Parents and Teachers Association), composed of guardians and teachers, and the "Residents' Association," composed of people who live nearby, hold festivals, cleaning sessions, etc. Proactive participation will enable you to connect with other guardians and people living in the same area.

You are encouraged to learn Japanese to enable communication and assistance to be possible with others.



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