TODAI DAY NURSERIES Q&A

November 2024

【Purpose of establishment】

Q1 For what purpose were the University of Tokyo Day Nurseries set up?

A1 The University of Tokyo (Todai) Day Nurseries were set up to provide daycare services for faculty, staff, and students with small children, and make it easier for them to raise a family while working, doing research, or pursuing studies. They thus improve the work and study environment and enhance gender equality on campus.

【Applying for admission】

Q2 I'm a researcher with another national university who comes to a UTokyo facility regularly to do joint research. Can I enroll my child in the Occasional Daycare?

A2 Visiting researchers, part-time lecturers at the University of Tokyo are eligible to apply for the occasional daycare. However, in principle, the use is limited to the day on which the person conducts educational activities or research etc. at the University of Tokyo.

Q3 Is daily (or occasional) daycare available to all Todai faculty, staff, and students? And is it better to apply early?

A3 For both daily and occasional daycare, applications are screened by each nursery's steering subcommittee, with the Day Nurseries Steering Committee making the final decision. Not all children can be admitted; a comprehensive assessment has to be made of such factors as the status and employment situation of the applicant and his/her spouse, as well as available spaces. Also, enrollment is not determined on a first come, first served basis or by lot. Please apply when applications are being accepted for the specific period when you want to enroll your child.

Q4 My spouse doesn't currently work but plans to get a job once our child is accepted into daycare. What documentation do I need to attach to the application?

A4 Applicants to the Nurseries should be enrolled at or employed (or have been offered a position) by the University at the time of application. Please only apply for a place at the nursery after obtaining a position at the University. Application is accepted for occasional daycare even if the spouse is unemployed as long as they are currently looking for employment or applying for university courses. However, in principle, the spouse must be employed or enrolled at the university to actually make use of the nursery.

Q5 Our baby is due after the application deadline. Can I apply for admission even before giving birth?

A5 For those before giving birth, your application will be accepted on a provisional basis. Once your baby is born, contact the Day Nursery Section to check what paperwork is needed.

Q6 I'm a special researcher who works 4 days a week, but on non-working days I intend to come to the library to gather materials. Am I eligible to apply for Daily Daycare?

A6 Daily Daycare is intended for full-time faculty, staff, and students, and for short-term employees who work twenty-nine hours (5days) a week or more. If you work four days a week or less, please enroll your child in Occasional Daycare. If you are a foreign national who receives the "Permission to Engage in Activity other than that Permitted under the Visa Status Previously Granted" and is limited to work up to 28 hours per week, please consult with the Nursery Section.

Q7 NEW My wife is expecting our second baby. She doesn't work, but we want to put our oldest child in daycare for the time she'll be unable to look after him/her. Are we eligible to use Occasional Daycare services?

A7 If it is recognized that you and your spouse, etc. will be unable to care for your first child for a certain period of time, you may be eligible to apply to use occasional daycare. For details, please ask the administrative staff of the daycare center you wish to use.

Q8 NEW I am a graduate student currently on a leave of absence. Can I use the occasional daycare service?

Q8 If you are a graduate student of UTokyo on a leave of absence due to childcare and wish to use occasional daycare to prepare for your return to study or to write your dissertation, you may be allowed to use the service. For details, please contact the administrative staff of the day nursery you wish to use.

Q9 Can I apply for regular daycare at more than one day nursery?

A9 For Regular Daycare, you can only be applied for nursery schools that are the first choice. For Occasional Daycare, you can be applied for multiple nursery schools.

Q10 I want to enroll my child in Occasional Daycare at two different nurseries by a day of a week. How many applications or certifications are necessary, and where should I submit them?

A10 As the application form for occasional childcare includes a place where you select your second request, only one application can be made. Each certificate is sent online, so only one document is required.

【Start of use, etc.】

Q11 Currently, I am on childcare leave. I would like to return to work if I could enroll my child in an in-school day nursery, and I am considering returning to work in the middle of the month. Will I be able to use the day nursery from the day I return to work?

A11 In principle, the day of regular childcare (monthly childcare for five days a week) starts on the 1st (or, in the case of a Saturday or a holiday, the day following that day). People who take childcare leave are required to return to work during the month they enter their child into the day nursery. Please note that if you are unable to return to work during that month, your child will need to leave the day nursery.

Q12 I am currently pregnant. Considering I can enter my child into an in-school day nursery, I would like to return after 8 weeks of maternity leave.
Can I use the day nursery after the day I return to work?

A12 For those who do not take childcare leave and return to work after 8 weeks of childcare leave, they can enroll their child after the day they return to work. Please refer to Q11 for details about returning to work after childcare leave.

Q13 Our first child uses the Hongo Keyaki Day Nursery. We plan to take childcare leave for the second childbirth. How long can the first child use the day nursery?

A13 You can use the day nursery until the day before the start of childcare leave for the second child. If the childcare leave for the second child starts, the first child will need to leave the day nursery.

Q14 I am planning to be employed by the University of Tokyo from September 16. My spouse works for a private company. Will use of the day nursery for all departments at the University of Tokyo only be available from September 16?

A14 Entry into the day nursery for all departments at the University of Tokyo is not

permitted before recruitment or prior to entry because the facilities are for infants that are nurtured by faculty members, students, etc. of the University of Tokyo. Therefore, in this case, you would be eligible to enter your child into the day nursery from September 16th.

【Visiting a nursery before applying】

Q15 Before applying, can I visit the nursery to see what it' s like?

A15 Yes, you can. The Day Nursery will accept at the time of day without affecting the childcare of their children, so please contact us using the inquiry form to request a visit.

※Please note that visits to day nurseries may be suspended to prevent the spread of infectious diseases, etc.

【Period of enrollment】

Q16 Once my child is admitted, will he/she be able to attend until before entering primary school (at Hongo, the end of the academic year after a child turns three) ?

A16 At UTokyo Day Nurseries, children are accepted for enrollment until March 31. For the next year beginning April 1, current daycare users are screened in the same fashion as new applicants. Depending on number of applications received and other factors, an extension may not be granted, so please be sure to apply to Poppins Nursery School Todai Hongo Sakura, Registered nursery school, Authorized nursery school or daycare as well.

【Admission Results】

Q17 When will I know whether my child has been admitted?

A17 The results of the selection will be informed after the end of the application period and after the 20th of each month. (If 20th fall on weekends and holidays, it will be 21st or later.) If your child is provisionally accepted, you will be asked to come with your child for an interview with a member of nursery staff. Final admission is decided on that basis. When entering the Day nursery is admitted, please reserve Parent (or guardian)-and-child interview with nursery staff immediately.

【Daycare Fees】

◆ Basic Daycare Fees

Q18 Since I won't enroll my baby right on the first of the month, will Basic Daycare Fees be prorated by number of days?

A18 Basic Daycare Dees are not prorated. You will be charged for the whole month regardless of the day on which you enroll your child.

Q19 Both I and my spouse are enrolled in doctoral programs on scholarships, and we have no other source of income. Will our daycare fees be waived?

A19 In the four UTokyo day nurseries, the basic childcare charges of the regular childcare is based on the household income for the previous year. Please be aware that scholarships, even those which require repayment, are taken as household income.

In addition, any income from part-time jobs, money sent from home and research fellowships from JSPS are also taken as household income. Furthermore, the income of the grandparents who live in the same house may be taken into consideration if the residence tax of the parents are classed as tax-exempt.

Q20 What if suddenly my child has to take a day off due to a fever, for example? Is there a cancellation fee for Extended Daycare and meals?

A20 When you book extended or Saturday daycare, Occasional Daycare, or meals, appropriate staffing and catering arrangements are made in advance. If therefore you cancel after the deadline, you will be charged in full for the services booked. Please check the User's Guide for cancellation deadlines.

Q21 Last year I had a job with a company, but now I have almost no income because I'm enrolled in a doctoral program. Can I get my daycare fees waived?

A21 Basic Daycare Fees are determined based on the previous year's household income. We are unable to accommodate individual circumstances.

◆ Occasional Daycare Fees

Q22 I want to enroll my child in Occasional Daycare at two different nurseries. How are advance registration fees charged in that case?

A22 Since you register for Occasional Daycare separately at each nursery, you must pay separate advance registration fees at each nursery as well.

Q23 Does the ¥5,000 advance registration fee for Occasional Daycare have to be paid each year?

A23 The maximum length of enrollment in Occasional Daycare is until the end of the academic year (March 31), but if an extension is granted, no further advance registration fee is required.

Q24 I am enrolled in a doctoral program on a scholarship, and I have no other source of income. Is there a discount available on daycare?

A24 Flat fees are charged for occasional daycare regardless of income. No discounts or the like are available.

【Declining an acceptance】

Q25 I' m also applying to a public daycare center. I probably won' t get the results from there until after I get the results from UTokyo Day Nurseries. If my child is accepted at both places, I' d prefer to put him/her in the public center. Can I decline the acceptance from UTokyo Day Nurseries?

A25 Yes, you can. As soon as you get the acceptance from the public daycare center, please contact the Day Nursery Section. You are required to answer the online cancellation form or submit the cancellation form.

【Others】

Q26 There are several day nurseries on the University of Tokyo campus, but do you have different application methods and contact points?

A26 There are eight day nurseries on four of the University of Tokyo's campuses (Hongo, Shirokane, Komaba, Kashiwa). The application method is the same for the day nurseries (Hongo Keyaki Day Nursery, Shirokane Himawari Day Nursery, Komaba Mukunoki Day Nursery, Kashiwa Donguri Day Nursery) covered by all departments established by the University of Tokyo. Please be aware that the application method and contact point for each of the other day nurseries differ.

For details, please visit our website.

https://www.u-tokyo.ac.jp/kyodo-sankaku/en/nurseries/hoikuen.html

Q27 With regard to the shift to "Free Early Childhood Education and Care" from October 2019, will day nurseries for all departments be eligible?

A27 All day nurseries for all departments are non-approved nursery schools, but nonapproved nursery schools are also covered by this grant-in-aid program. Among the eligible persons for the grant-in-aid system,

1) 3 to 5 years

⇒【Up to 37,000yen】

2) 0 to 2 years: Households with exemptions from municipal residence tax are eligible.

⇒【Up to 42,000yen】

In order to be eligible for the exemption, you must apply at your local municipal office and a “Need for childcare” appeal must be approved.

The application for certification is not required for those who have already obtained effective certification for applying for approved daycare centers. The method of payment of expenses varies depending on the local municipality. Please check with your local municipality for details of the procedures. For details, please refer to ”Learn about free early childhood education and care” on the website below.

URL：https://www8.cao.go.jp/shoushi/shinseido/musyouka/about/en/index.html