

# School Meal Fees in Higashihiroshima City



January 2023

School Affairs Division, School Education Department, Higashihiroshima City Board of Education

In April 2021, the system of payments for school meal fees for kindergartens, elementary schools and junior high schools was revised in Higashihiroshima City. Payments are no longer made to the school, etc., but directly to Higashihiroshima City, which manages the fees for school meals as part of the public budget.

Fees for school expenses (fees for items used at school, etc.) continue to be paid to the school or kindergarten.

## 1 Paperwork



Document	To be submitted by	Points to note
<p>① Application for Higashihiroshima City School Meals</p> <p>To be submitted by all parents/guardians To be submitted to the school</p>	<p>◆ Parents/guardians of all children who will receive school meals</p> <p>※ For children who do not require school meals for reasons of allergies, etc., this document does not need to be submitted, but please inform the child's school of the situation.</p>	<ul style="list-style-type: none"> <li>Parents/guardians apply for school meals for their children, and make it clear that they will pay the related school meal fees. Likewise, it is made clear that Higashihiroshima City will provide school meals to children in municipal kindergartens, elementary schools and junior high schools, based on parents' applications.</li> <li>Please submit one form each for all of your children in a municipal kindergarten, elementary school or junior high school.</li> </ul>
<p>② Bank Transfer Request Form and Automatic Payment Application Form for Higashihiroshima City School Meals</p> <p>※ The form is in triplicate.</p> <p>To be submitted by all parents/guardians To be submitted to a</p>	<p>◆ Parents/guardians of all children who will receive school meals (as a rule, this is to be submitted by all parents/guardians)</p> <p>※ If you have not completed the formalities to specify a bank account, you will be sent payment slips to use to make the payments.</p>	<ul style="list-style-type: none"> <li>As a rule, please pay school meal fees by bank account transfer. This method is convenient, safe and accurate.</li> <li>Please submit one form each (in triplicate) for all of your children in a municipal kindergarten, elementary school or junior high school.</li> </ul> <p>Both for school meal fees and for fees for school expenses, please decide a financial institution that suits your circumstances.</p> <p>If you wish to change part-way through the school year the bank account you have specified, you will need to submit this form again.</p>

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financial institution	Bank transfers can be made from any of the following financial institutions: Hiroshima Bank, Momiji Bank, Yamaguchi Bank, Hiroshima Shinyo Kinko, Kure Shinyo Kinko, Shimanami Shinyo Kinko, Chugoku Rodo Kinko, Hiroshima-shi Shinyo Kumiai, Hiroshima-ken Shinyo Kumiai, Hiroshima Chuo Nogyo Kyodo-Kumiai, Geinan Nogyo Kyodo-Kumiai, Hiroshima-ken Shinyo Gyogyo Kyodo-Kumiai Rengokai, JP Bank (From April 2023, Hiroshima Chuo Nogyo Kyodo-Kumiai and Geinan Nogyo Kyodo-Kumiai will amalgamate to become Hiroshima Nogyo Kyodo-Kumiai.)	
<p>③Application for Reduction of Higashihiroshima City School Meal Fees Because of Food Allergies, etc.</p> <p>To be submitted by those to whom this applies</p> <p>To be submitted to the school</p>	<ul style="list-style-type: none"> <li>• Parents/guardians of children with allergies, who wish to stop the provision of milk (for drinking) or main dishes (rice, bread) for their child.</li> <li>• Parents/guardians of children with lactose intolerance, who wish to stop the provision of milk (for drinking) for their child.</li> <li>• Parents/guardians who wish to apply for the provision of milk only for their child, for religious reasons, etc.</li> </ul> <p>(Only for children.)</p>	<ul style="list-style-type: none"> <li>• Only in cases where a food allergy, etc., means that a child cannot be given milk (for drinking) or a main dish (rice, bread), school meal fees will be reduced based on the food that cannot be eaten.</li> <li>• In the case of a food allergy, it is necessary to discuss matters with the school and the school meals center to determine how to deal with the issue.</li> </ul>
<p>④Notice of Change to, Termination of, or Recommencement of Higashihiroshima City School Meals</p> <p>To be submitted when applicable</p> <p>To be submitted to the school</p>	<ul style="list-style-type: none"> <li>• Those who are to move out of Higashihiroshima City</li> <li>• Those whose children have been (will be) absent for five or more consecutive days</li> <li>• Those who need to change their address or bank account (for bank transfers)</li> <li>• Those wishing to recommence school meals (for children whose meals were stopped)</li> <li>• Those eligible for reduced fees because of their child's food allergies, etc., when the details of the application is to be changed</li> </ul>	<ul style="list-style-type: none"> <li>• The changes will be reflected in the school meals after five days have passed from the application (counting from the date of application)</li> </ul> <p>※If the application was submitted late, you may have to pay school meal fees even if your child is absent from school.</p> <p>※ In the case of changes to the application for reduced school meal fees because of your child's food allergies, etc., you may be required to submit an 'Application for Reduction of Higashihiroshima City School Meal Fees Because of Food Allergies, etc.'</p>

## 2 Prices for school meals

Type	Price per meal	Monthly price
Kindergarten	200 yen (side dish and milk)	2,600 yen
Elementary School	245 yen	4,500 yen
Junior High School	280 yen	5,400 yen



Note: Due to rising food costs, the school lunch unit price may change. Any changes will be announced separately.

## 3 Notices regarding school meal fees

Notice of Fees Payable for Higashihiroshima City School Meals	Sent to parents/guardians who have completed the formalities for the payment of school meal fees. A postcard showing the details of school meal fees and payment dates for the school year in question.
Notice of Change to Fees Payable for Higashihiroshima City School Meals	If the number of school meals provided is different from the number of meals predicted at the beginning of the school year, this postcard, showing the details of the change to the payment amount, will be sent. You will be sent details of the amount payable for the tenth payment by means of this postcard, in the middle of March.
Notice of Non-Payment	If your payment has not been received by the initial deadline, you will be sent this notice around 20 days after the payment deadline.

## 4 Payments and deadlines

◆ School meal fees are payable as follows

Period	1	2	3	4	5	6	7	8	9	10 (Adjustment)
Deadline	May 31st	June 30th	July 31st	September 30th	October 31st	November 30th	December 25th	January 31st	Final day of February	March 31st

- There are no fees to be paid in April or August.
- If the payment deadline shown above falls on a Saturday, Sunday or national holiday, the payment deadline (when the payment amount is transferred from your account) will be the next business day.
- The amount to be paid in the tenth period (on March 31st) is the amount for school meal fees for the whole academic year (until the end of March), minus the amounts that should have been paid in periods 1 to 9.
- Yearly school meal fees differ depending on the school and the grade, so you will be notified of the amount for the tenth period after adjustments have been made. You will be sent details of the amount payable for the tenth payment by means of a postcard ('Notice of Change to Fees Payable for

Higashihiroshima City School Meals'), in the middle of March.

- The handling fees for bank transfers for the payment of school meal fees will be paid by Higashihiroshima City.
- You will be notified at the beginning of the school year of the transfer date (or payment deadline) for payments during the school year in question.
- If your bank account does not have sufficient balance on the date of the bank transfer, and the payment cannot be made, you will be sent a payment slip.
- If you are in arrears with school meal fees, and even after you have been sent a notice of non-payment you still do not pay, legal measures (demands for payment, etc.) will be instituted against you in a court of law. In such a case, if the demands of Higashihiroshima City are accepted, you may be subject to seizure of property, etc.
- If you are in arrears with school meal fees, you may be required to pay the arrears from the Child Allowance payments you receive. When you apply for school lunches, you will be invited to give your consent for payments to be transferred from your Child Allowance payments if you are in arrears.

## 5 Fees for those receiving School Expense Subsidies

School meal fees for children in households already judged eligible to receive school expense subsidies are paid automatically to the city from the school expense subsidies, so it is not necessary for the parent/guardian to pay the fees directly.

However, if the parent/guardian is still in the process of applying for eligibility for school expense subsidies and has not yet been judged eligible, or if the school expense subsidies have been suspended or canceled, the parent or guardian will need to pay the school meal fees. For this reason, even if you have been judged eligible for school expense subsidies, you will need to submit a 'Bank Transfer Request Form and Automatic Payment Application Form for Higashihiroshima City School Meals'.

For more details regarding the school expense subsidies system, please contact the School Management Staff Section of the School Affairs Division, in the Higashihiroshima City Board of Education.

## 6 Fees for those receiving welfare payments

In general, welfare payments are paid from the city to the parent or guardian, but if the parent or guardian consents, the amount of welfare payments to cover school meal fees can be paid from the city (the Community Coexistence Promotion Division) to the principal of the child's school. This is known as proxy receipt of welfare payments by the school principal, and under this scheme, the school principal pays the school meal fees instead of the parent or guardian, using the portion of the welfare payments he/she has received. Those who are eligible to make use of this scheme need to submit an 'Consent for Delegation and Bank Account Transfer Request' form.

For more details regarding the welfare payments system, please contact the Community Coexistence Promotion Division of the Health and Welfare Department of Higashihiroshima City (tel.: 082-420-0405).

## 7 Fees collected at school

- ◆ Apart from school meal fees, there are '**fees collected at school**', which are paid by the parent or guardian to the child's school.

**Fees collected at school** include the following costs (not including school meal fees):

Fees for school items, Grade fees, Club fees, PTA membership, Deposits, etc.

These fees will be continue to be paid directly to the school, to a financial institution specified by the school, or in cash.

Please check the bank accounts, transfer dates, payment deadlines and payment amounts for both fees collected at school, and school meal fees.

Enquiries regarding school meal fees:

School Affairs Division, Higashihiroshima City Board of Education

Tel.: 082-420-0975 Fax: 082-423-7551

