



# A Guide to Higashihiroshima Municipal Elementary and Junior High Schools for International Residents



Higashihiroshima City



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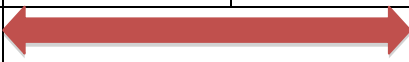
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## 1. Schooling in Japan (日本の学校について)

### (1) The Japanese Education System (日本の教育制度)

Month of enrollment	April	April	April	April	April
Age	4 5 6	7 8 9 10 11 12	13 14 15	16 17 18	19 20 21 22
Type of school	Kindergarten	Elementary (6 years)	Junior high (3 years)	High	University
					
		Compulsory education (9 years)			

- ① Compulsory education in Japan lasts nine years: from the first April after the child has turned six years of age, until the first March after the child has turned 15 years of age. Foreign residents are entitled to the same education, although this is not compulsory.
- ② Pupils are divided into grades by age. Those born between April 2 and April 1 of the following year belong to the same grade.
- ③ Japanese schools are either public schools run by the state (prefecture or municipality), or private schools run by the private sector. Both public and private schools follow the national curriculum (*Gakushu Shido Yoryo* or Course of Study) set by the Ministry of Education, Culture, Sports, Science and Technology, and therefore offer roughly the same learning content.
- ④ During the period of compulsory education, tuition and textbooks at public schools are free. School meals and other costs, however, are not free. Private schools charge tuition as well as other costs.
- ⑤ Grade skipping does not occur during the period of compulsory education in Japan. Every pupil or student must enter at first grade and progress one grade at a time, completing the curriculum of the entire school year before advancing to the next.
- ⑥ The public elementary or junior high school your child will attend is determined by where you live. This is determined according to an area called a *gakku* (school district). *Gakku* cannot be changed under normal circumstances.
- ⑦ At elementary schools, the homeroom teacher teaches most of the subjects. At junior high schools, each subject is taught by a specialized subject teacher.
- ⑧ Children and parents are advised to carefully discuss which course to take after the period of compulsory education ends with junior high school. To proceed to

high school, candidates must take and pass an entrance examination.

Prerequisites for sitting a high school entrance exam include being at least 15 years old and having graduated, or being predicted to graduate, from junior high (middle) school in Japan or abroad (or being deemed to have attained equivalent levels of academic ability).

- ⑨ As a rule, elementary and junior high schools do not permit pupils to work or engage in paid employment.

## **(2) Financial Help for Attending School (就学援助制度)**

Higashihiroshima City offers a program for assisting with part of the cost of school supplies and school meals, for children whose parents have financial difficulties sending them to school. Please contact your child's school or the School Affairs Division, Higashihiroshima City Board of Education, for information on how to apply. Applications can be made throughout the year.

## **(3) The Injury and Accident Mutual Aid Benefit System (災害共済給付制度)**

The National Agency for the Advancement of Sports and Health offers a program that provides (as applicable) medical expenses and compensation for injury, illness and disabilities incurred by students (both Japanese and foreign nationals) while under school supervision. Participation in the program is optional, and requires the payment of premiums (460 yen per annum). The program covers injury or illness requiring medical expenses of 5,000 yen or more, and generally provides about 40 percent of the total medical expenses, regardless of whether the relevant student is enrolled in health insurance.

## **(4) PTAs (PTA)**

PTAs, or parent-teacher associations, are organizations comprised of teachers and parents, who hold discussions, collaborate, and conduct activities to improve students' learning environments. All parents automatically become members, and are asked to pay a membership fee. Events planned for the school year, and their budgets, are discussed, and new appointments are announced, during a general meeting, usually in April or May. The previous school year's activities and financial results are also reported during the general meeting. To improve communication between teachers and parents, representatives are selected from among the parents, who take part in publicity activities and training, and provide help for school events. Some PTAs raise money through recycling drives and bazaars to help pay for various educational activities.

**(5) After-School Care (Iki-iki Kodomo Club)** (放課後児童クラブ <いきいきこどもクラブ>)

Iki-iki Kodomo Clubs are after-school daycare facilities for elementary school children who cannot go straight home after school (over a long-term basis) because their parents (or other caregivers) are at work or are suffering from an illness, etc.

In order to make use of the service, it is necessary to pay a monthly usage fee, and a fee for snacks, etc.

The service is available to first-grade to sixth-grade elementary school pupils.

If you wish to enroll your child in an Iki-iki Kodomo Club, please complete the application formalities at the Youth Development Division in the City Office.



## **2. Procedures for Sending Children to Higashihiroshima Municipal Elementary and Junior High Schools** (東広島市立小・中学校の就学手続き)

### **(1) Starting First Grade at the Beginning of the School Year** (新入学の手続き)

#### **① Elementary School Enrollment**

[Medical check-up] All children expecting to start elementary school must receive a pre-school medical examination. Details are included in the pre-school medical examination notice you will receive in September. A school application form will also be enclosed, which you must complete and submit to the board of education.



[Acceptance notification] At the end of January of the year your child is starting school, you will receive a letter notifying your child's designated school and start date. Your child must attend the school specified in this document, from April. Schools are designated according to where your child lives. Designated schools can only be changed under certain special conditions. If you wish your child to attend a school other than the one designated in the letter you received, please discuss this matter with the School Affairs Division of the Board of Education.



[Orientation] Orientations for starting school will take place during the end of January and in mid-February, at each school. You will receive details directly from the school. Please contact the school if you have any questions.



[Enrollment]

#### **② Junior High School Enrollment**

Procedures are the same as elementary school, except that there are no medical check-ups prior to enrollment.

### **(2) Joining a School in the Middle of a School Year** (転入の手続き <学年途中に来日した場合>)

#### **① Procedures at the City Office**

Parents must first go to the *shiyakusho* (City Office), to register as residents of the city (at the Citizens' Affairs Division). Once registered, parents should inform the staff of the School Affairs Division that their child would like to enroll in an elementary or junior high school, and complete the necessary enrollment procedures. Parents should make sure to check the name and location of their child's designated school.

Pupils are divided into grades by age (those born between April 2 and April 1 of the following year belong to the same grade). Therefore, the grade your child will join in Japan may not correspond to his/her grade in your home country. If your child does not speak Japanese, etc., and for such a reason you wish him/her to be in a grade lower than the grade he/she would usually be placed in according to his/her age, please discuss this matter with the School Affairs Division of the Board of Education.

## ② Formalities at School

Please be sure to visit your child's designated school, taking your child with you, to discuss matters. When visiting your child's designated school, bring any documents (such as certificates of enrollment, transcripts, etc.) obtained from your child's school back home. To enable your child get the most out of school life in Japan, the school will likely want to discuss the following:

- The name of the child and names of family members
- The child's year and date of birth
- The child's current address
- Family members
- How you can be contacted (emergency and workplace contact information, need for an interpreter, etc.)
- How the child will get to and from school
- The child's health (past medical history, eyesight, hearing, pre-existing conditions, dietary customs)
- Any history of education before joining the present school
- The expected length of the stay in Japan
- The child's school grade (number of years the child has attended school) in your home country
- The Japanese language proficiency of the child and family members

## (3) Changing Schools (転校の手続き)

Let the school (your child's homeroom teacher) know about the move as soon as possible. If you are relocating within Japan, and are moving your child to another school in Japan, notify your child's current school, and obtain a *zaigaku shomeisho* (certificate of enrollment) and *kyokayo tosho kyuyo shomeisho* (certificate of textbooks received). If you are moving to a different municipality, you must first go to the municipal office of your new address to register yourself as a new resident, find out your child's new designated school, and then arrange a visit to the new school. When visiting the new school, present the *zaigaku shomeisho* and *kyokayo tosho kyuyo shomeisho* issued by your child's previous school.




If you are leaving Japan, find out what documentation your child's new school requires, because you may only be able to obtain the paperwork while you are still in Japan.



### 3. School Life at Higashihiroshima Municipal Elementary and Junior High Schools (東広島市立小・中学校の学校生活)

#### (1) Major School Events (主な学校行事)

The Japanese school year begins in April and ends in March of the following year. Higashihiroshima municipal elementary and junior high schools have two terms in a year. The following table lists some of the major school events. These vary between schools, or are held at different times of the year. Although not listed here, many schools have their own events as well.

First term (April to October)	Opening ceremony	Ceremony to mark the start of the school year. Participated in by all students.
	Entrance ceremony	Ceremony to welcome and congratulate new first-graders. It is customary for new first graders and their parents to dress formally for the occasion.
	Physical check-ups	Height, weight, eyesight and hearing are measured to assess physical development. Some schools have this every term.
	Medical check-ups	Medical practitioners examine students' physical condition and health. Tests include an internal (abdominal) examination, a dental check-up, an eyesight examination, an ear and nose examination, a tuberculosis check, a urine test, and an electrocardiograph to check heart sound.
	Parents' days	Parents visit the school and observe their children during class. Afterwards there are meetings between teachers and parents. Intended to improve communication between school and home, these events are held several times throughout the school year.
	PTA general meeting	As a rule, all parents must attend. Those unable to attend (because the timing, etc., is inconvenient) are required to submit a proxy form.
	Sports day	An event to promote sport. Students participate in running races, relays, <i>tamaire</i> (a ball-tossing game), dancing and cheering. Some schools have games for parents and family members. At some schools, pupils join their families at lunchtime for picnics in the playground. The event is held either in spring or autumn.


First term (April to October)	Home visits	Teachers visit students and parents at home to discuss home and school life.
	Excursions (day trips)	Students visit parks, places of interest and historic sites to appreciate nature, history and culture. Parents need to pack lunch and drinks for their children.
	School trips (with overnight stays) (Elementary schools)	Students, accompanied by teachers, make trips involving stays of more than one night to places of cultural, economic, industrial, or political interest.  An illustration showing a shelf with various suitcases and bags, and below it, three people in school uniforms sitting around a table, looking at a map or brochure, suggesting a school trip.
	Earthquake and fire drills	Students are familiarized with evacuation procedures to be followed in the event of disasters such as earthquakes and fires.
	<i>Kondankai</i> (parent and teacher meetings)	Parents visit the school to discuss their child's learning, as well as school and home life, with teachers. <i>Kojin kondankai</i> (private meetings) are private interviews between the homeroom teacher and parent to discuss the student. <i>Sansha kondan</i> (three-person meetings) are meetings between the homeroom teacher, parent and student. <i>Gakkyu kondankai</i> (class meetings) are occasions when parents of all the students in the class get together with the homeroom teacher.
	Summer vacation	A long break during the months of July and August. Students are given homework. There are a number of days during the break when students have to attend school. In junior high schools, students also have club activities during the break.
	Closing ceremony	A ceremony to mark the end of the first term. All students participate in this ceremony.
	Autumn break	A five-day holiday including Health and Sports Day (a national holiday on the 2nd Monday in October).
	Opening ceremony	A ceremony to mark the start of the second term. All students participate in this ceremony.


Second term (October to March)	<i>Gakushu happyokai</i> (presentation day)	At elementary schools, pupils present the results of their daily studies by giving presentations and exhibitions.
	<i>Bunkasai</i> (culture festival)	 At junior high schools, students present the results of their daily studies by giving chorus, theatrical and other performances.
	School trips (with overnight stays) (Junior High schools)	Students take trips involving stays of one night or more to places of cultural, economic, industrial, or political interest. They are accompanied by teachers. Parents pay a small amount of money each month toward the cost of travel.
	Winter break	A roughly two-week break over the year-end and New Year period. Students at junior high schools may have club activities during the break.
	<i>Kondankai</i> (parent and teacher meetings)	Homeroom teachers brief parents on students' learning and school life during the second term. Parents also share information with homeroom teachers on their children's home life.
	Long-distance race	Held every year to promote physical fitness.
	Graduation ceremony	A ceremony to recognize that final-year students (6th grade for elementary, 3rd grade for junior high) have completed all the required study at elementary or junior high school, and to celebrate the graduation of these students. It is customary for graduating students and their parents to dress formally for the occasion. 
	Closing ceremony	A ceremony to mark the end of the school year. Participated in by all students.
	Spring break	A roughly ten-day break from the end of March to the beginning of April. After the break, students advance to the next grade.

## (2) A Typical Elementary School Day (小学校の1日)

Punctuality is observed very strictly at Japanese schools.

\*Find out your child's school's timetable and complete the following by filling in the boxes with the time specified for each activity.

<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px; display: flex; align-items: center; justify-content: center;">:</div> <p>School start time</p>	<p>Each school has its own start time. Be sure to leave home in plenty of time.</p> <p>The school must always be notified if a child is going to be absent (or late or leaving early) due to illness, injury or family circumstances.</p> <p>Pupils are expected to take a fixed route to and from school every day. Some schools make pupils go to school in groups.</p> <p>At school pupils change into indoor shoes.</p>
<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px; display: flex; align-items: center; justify-content: center;">:</div> <p>Morning homeroom</p>	<p>This meeting takes place in the homeroom. Activities may include health observations, announcements by the homeroom teacher, and singing.</p> <p>Occasionally there are school-wide morning assemblies. The entire school meets in the playground or gymnasium and listens to teachers give talks. Sometimes there are singing and games.</p>
<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px; display: flex; align-items: center; justify-content: center;">:</div> <p>Class start time</p>	<p>Each period lasts 45 minutes, and there are four periods before lunchtime.</p> <p>There are breaks between periods, with the one between the second and third periods being longer than the others.</p>
<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px; display: flex; align-items: center; justify-content: center;">:</div> <p>Lunch</p>	<p>The entire class sits in the homeroom to eat lunch at the same time, in a relaxed atmosphere. The menu is the same for everyone.</p> <div style="text-align: right; margin-right: 50px;">  </div> <p>Pupils take turns to serve school meals (the assignment is called <i>kyushoku toban</i> or lunch duty). Pupils on lunch duty wear aprons, and carry the food to the classroom, where it is served. Pupils must wash at home the aprons they have used.</p>

	<p>On event days and other occasions when there are no school meals, pupils will be asked to bring their own <i>bento</i> (boxed lunch).</p> <p>*Japanese <i>bento</i> typically consists of carbohydrates (rice made into rice balls, bread made into sandwiches, etc.) and accompanying items (meat, vegetables, fruit, etc.) packed into a lunchbox.</p> <p>The contents of lunchboxes are often the topic of conversation at lunchtime, so you may want to prepare a <i>bento</i> that will delight your child.</p> <p>Except for days when pupils are asked to bring their own lunch, bringing food (<i>bento</i>, sweets, candy, etc.) to school is strictly forbidden. Pupils at Japanese schools do not have snacks during breaks.</p> <p>If your child has a food allergy, be sure to tell his/her school.</p>
<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px; text-align: center;">:</div> <p>Afternoon break</p>	<p>Typically spent playing in the playground, or in the library with books.</p>
<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px; text-align: center;">:</div> <p>Cleaning</p>	<p>In Japan, school cleaning is done by the pupils themselves and is regarded as part of school education. Pupils split into groups and clean their allocated classroom, corridor, stairway or toilets, using brooms and dust cloths to sweep and wipe the floors and desks.</p> 
<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px; text-align: center;">:</div> <p>Class resumes</p>	<p>Fifth period begins. There are typically one or two classes in the afternoon.</p> <p>As well as classroom study for allotted school subjects, this class time is sometimes used for pupil committee activities or club activities. Children in the fourth grade and above take part in a club activity that matches their interest. These club activities are an opportunity for children to mix with other children from outside their own class or grade. Pupil committees are formed of children from different classes and grades, and work to make school life more fun and</p>



	fulfilling.
<input type="text"/> : End of day homeroom	A meeting to review the day and confirm the following day's schedule. Committee activities may also take place.
<input type="text"/> : School end time	Pupils leave school for home. Some schools make pupils go home in groups.  Once home, homework must be completed and school supplies for the next day must be organized.  Parents and children should look at the children's <i>yotei-cho</i> (schedule notebook) together so that the children do not forget homework or things to take to school the next day. *Children attending after-school care (Iki-iki Kodomo Club) go directly to the club.

### (3) A Typical Junior High School Day (中学校の1日)

Punctuality is observed very strictly at Japanese schools.

\*Find out your child's school's timetable and complete the following by filling in the boxes with the time specified for each activity.

<input type="text"/> : School start time	Students are expected to wear uniforms specified by the school and arrive before start time. *Students must always notify the school if they are going to be absent (or late or leaving early) due to illness, injury or family circumstances. *Some schools permit students who live a long distance away to ride bicycles to school. In such cases, students must wear helmets and be careful about road safety.
<input type="text"/> : Morning homeroom (SHR)	The meeting may include health observations, announcements for the day, and talks by homeroom teachers. Students may take turns to chair the meeting. The meeting may be replaced by a morning assembly, student meetings or grade-wide meetings.
<input type="text"/> : Class start time	Classes begin. One period lasts 50 minutes. There are four periods before lunchtime. *There are breaks between periods.

<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px;"></div> <p style="text-align: center;">:</p> <p>Lunch</p>	<p>The entire class eats lunch together in the homeroom in a relaxed atmosphere. The menu is the same for everyone.</p> <p>Students take turns to serve school meals (the assignment is called <i>kyushoku toban</i> or lunch duty).</p>  <p>Students on lunch duty wear aprons, and carry food to the classroom, where it is served. Students must wash at home the aprons they have used.</p> <p>On event days and other occasions when there are no school meals, students will be asked to bring their own <i>bento</i> (box lunch).</p> <p>*Japanese <i>bento</i> typically consists of carbohydrates (rice made into rice balls, bread made into sandwiches, etc.) and accompanying items (meat, vegetables, fruit, etc.) packed into a lunchbox (available at supermarkets, etc.).</p> <p>Except for days when students are asked to bring their own lunch, bringing food (<i>bento</i>, sweets, candy, etc.) to school is forbidden. Students at Japanese schools do not eat snacks during breaks.</p> <p>If your child has a food allergy, be sure to tell his/her school.</p>
<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px;"></div> <p style="text-align: center;">:</p> <p>Afternoon break</p>	<p>Typically spent in the playground, or in the library with books.</p>
<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px;"></div> <p style="text-align: center;">:</p> <p>Class resumes</p>	<p>Fifth period begins. There are typically one or two classes in the afternoon.</p>
<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px;"></div> <p style="text-align: center;">:</p> <p>Cleaning</p>	<p>Students split into groups and clean assigned areas. Some schools do cleaning following the afternoon break.</p> 
<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px;"></div> <p style="text-align: center;">:</p>	<p>Students go over the contents of the day's classes and check what homework was given, and what to bring to</p>



End of day homeroom; club activities	<p>school the next day. There are announcements or talks by the homeroom teacher.</p> <p>Students participate in extracurricular activities after school.</p> <p>There are also meetings and student committee activities. Students take part in a club activity that matches their interests. Club activities are an opportunity for students to mix with other students from outside their own class or grade.</p> <p>Student committees are formed of students from different classes and grades, and work to make school life more fun and fulfilling.</p>
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\*The purpose of extracurricular activities is not only to aim to win competitions and awards but also to develop individual skills and encourage learning through fostering relationships with people from different age groups.

Typical sports clubs include: baseball (boys), soccer (boys), basketball (separate clubs for boys and girls), volleyball (separate clubs for boys and girls), soft tennis (separate clubs for boys and girls), table tennis (separate clubs for boys and girls), track and field, swimming, judo, kendo, softball (girls), etc.

Typical cultural/science clubs include: brass band, art, computer, calligraphy, homemaking, etc.

\*The range of clubs differs from school to school.



#### (4) Subjects (学習する内容)

##### Elementary School Subjects

Grades	Subjects
1 2	Japanese, arithmetic, life studies, music, drawing and crafts, physical education, special subjects (morality), special activities
3 4	Japanese, social studies, arithmetic, science, music, drawing and crafts, physical education, special subjects (morality), foreign language activities, integrated studies, special activities
5 6	Japanese, social studies, arithmetic, science, music, drawing and crafts, home economics, physical education, special subjects (morality), foreign language (English), integrated studies, special activities

##### Junior High School Subjects

All grades	Japanese, social studies, maths, science, music, art, health and physical education, technology and home economics, foreign language education (English), morality, integrated studies, special activities
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\*In addition to required subjects, which all students study, junior high schools have electives, which students can choose according to interest or ability. The range of electives differs from school to school.

##### Content of Each Subject

**[Japanese]** Listening, speaking, reading aloud, writing, and reading comprehension. Also handwriting practice for writing characters and sentences neatly. Some elementary schools allot time for browsing and checking out books at the school library.

**[Arithmetic/Mathematics]** Called *sansu* (arithmetic) at elementary school and *sugaku* (mathematics) at junior high school. Students learn about numbers, calculation, measurement, geometry, and how to use data. Some grades require students to bring their own compasses, protractors and other tools. The school will notify students/parents each time they need to bring something.

**[Life Studies]** The subject is studied in elementary first and second grades, and is intended to develop an awareness of the relationships between individuals, society and nature through practical activities and experiences.

**[Social Studies]** Taught from elementary third grade onward. Students learn about Japanese and worldwide geography and history by studying topics within the local community, which may involve field trips. Students also learn about politics and the economy.

**[Science]** Taught from elementary third grade onward. Includes observations of plants, animals, and the sun, moon and stars, as well as experiments and research involving air, water, light, sound, electricity and solubility. Lessons take place not only in the normal classroom, but also in a lab or outdoors (in the school grounds or the class garden, etc.).

**[Music]** Intended to develop a musical sensibility through singing, playing instruments (melodicas, recorders, etc.) and listening to many types of music. Classes typically take place in the music room. Lessons may include basic music training, such as reading scores. Students may be required to buy instruments.

**[Art]** Called *zuga kosaku* (drawing and crafts) at elementary school, and *bijutsu* (art) at junior high school. Intended to develop an artistic sensibility through activities including drawing, carving, designing, craft-making, and art appreciation. Students need to bring their own tools and materials such as paint, glue and scissors. Some classes may require them to bring materials such as empty cartons and plastic drink bottles.

**[Home Economics / Technology and Home Economics]** The subject is called *katei* (home economics) at elementary school and is studied by fifth and sixth grade pupils. Intended to develop basic everyday skills and knowledge, classes typically take place in a home economics room, and consist of cooking and creating small items using sewing materials and sewing machines. The subject is called *gijutsu katei* (technology and home economics) at junior high school. *Gijutsu* includes using computers and making things from wood and/or metal. *Katei* includes cooking, clothes-making and learning about child-rearing.

**[Physical Education]** Includes sports activities in the playground or gymnasium, and (at elementary schools) swimming in the pool during summer. At elementary schools, pupils need their own PE clothes, red/white cap, swimwear and swim cap. Elementary grades three to six also have classes on physical development, disease prevention and other health-related topics. The subject is called *hoken taiiku* (health and physical

education) at junior high school. Students need their own PE clothes. *Hoken* classes consist of lessons about physical development, first aid, and other health-related topics.

**[Foreign Language Education (English)]** English is studied at schools. At elementary schools, lessons are centered around sound, and fifth- and sixth-grade pupils also learn reading and writing. At junior high schools, students follow a developed curriculum, designed to equip them with communication skills. There are many activities led by Assistant Language Teachers (ALT), involving listening to and speaking English.



**[Special Subjects (Morality)]** The main topics include the relationship between the self and others, groups and society, nature and life, etc., giving students the opportunity to think about how to live as a human being.

**[Integrated Studies]** This period is for students to find, research (through fieldwork, etc.) and/or gain firsthand experience of topics of their own, integrating what they have learned from academic subjects. At junior high school students learn about careers through workplace tours, etc.

**[Special Activities (Homeroom Activities)]** Activities include classroom discussions to solve problems, and the planning and execution of recreational events. Students may also study about future courses and careers.

**[Other]** If the school judges that a pupil/student requires Japanese language guidance, that pupil/student can receive extra Japanese language education.

#### **(5) Report Cards (通信表の見方)**

Parents receive report cards from school at the end of each term. Report cards include information on students' school life and learning. Parents are encouraged to appreciate and commend the efforts made by their children, and give advice where necessary.

Report cards not only include a grade for each school subject but also contain a record of attendance (absences, late arrivals, instances of leaving early) and day-to-day behavior. Grades awarded to subjects are determined by factors such as attentiveness, note-taking and participation during class, as well as by test scores. Test scores are by no means the only factor determining results.

### ① Assessment

Classroom performance is considered in addition to test scores. Each subject has its own assessment criteria.

\*Examples include:

- Has the student gained the appropriate knowledge and skills for the subject in question?
- Has the student gained the ability to think and make decisions, and the ability to express himself/herself?
- Does the student attempt to study himself/herself, trying a range of approaches?

### ② Criteria-based Assessments

For each subject a range of criteria are set, and report cards show how close the pupil/student is to achieving a 'satisfactory demonstration of learning'.

Report card symbols:

Elementary Schools	Junior High Schools
Very well done	A: Fully satisfactory
Well done	B: Mostly satisfactory
Try harder	C: Effort required

### ③ General Assessments

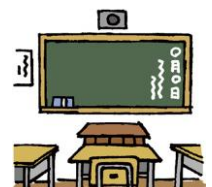
\*Methods of representing assessments may vary from school to school.

Elementary school (first- and second-grade students only receive criteria-based assessments; there are no general assessments):

3: Fully satisfactory
2: Mostly satisfactory
1: More effort required

Junior high school:




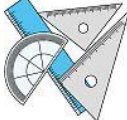

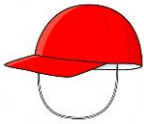





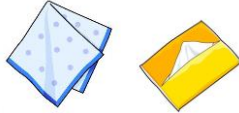

5: Fully satisfactory
4: Satisfactory
3: Mostly satisfactory
2: Effort required
1: Significant effort required



## (6) School Supplies and Outfits (学用品・服装)





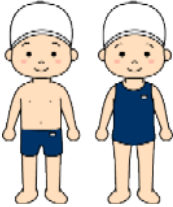
### ① Items Required at both Elementary and Junior High Schools

As a rule, all items must be acquired by students/parents. Details are available from schools. Taking items unrelated to school work to school is prohibited. Personal possessions must be marked with the owner's name.



Pencils and erasers 	Textbooks 	Notebooks 	Ruler, set square (triangle), compasses, protractor 
PE clothes and shoes 	PE cap 	Color pencils, gouache/watercolor set 	Wood chisels 
Sewing set 	Calligraphy set 	Indoor shoes 	Handkerchief, tissues 
Dust cloth 			

Source : IPA online collection of educational images <http://www2.edu.ipa.go.jp/gz/> etc.

## ② Items Required at Elementary School

<p><i>Randoseru</i> (school sachel)</p> 	<p>Soprano recorder</p> 	<p>Melodica</p> 
<p>Short rope (Skipping rope)</p> 	<p>Swimwear and cap</p> 	

## ③ Items Required at Junior High School

<p>School bag</p> 	<p>Alto recorder (top) Soprano recorder (bottom)</p> 	<p>Art materials</p> 
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## ④ Clothing

Higashihiroshima municipal schools require uniforms. Schools also require that students change into indoor shoes at school.

In PE classes, students change into PE clothes for exercising. Some schools require gym shoes (different from the indoor shoes worn at other times at school, and different from the sports shoes worn for outdoor PE) in the gym. For swimming classes in summer students need swimwear and a cap, which are not provided by the school.

Make-up, body piercing and accessories like earrings are banned. Also, dyed hair is also prohibited.

## (7) Health and Safety at School (学校での保健・安全)

① **First aid** for mild illnesses and injuries is available from the school nurse in the school sickroom, where students can also lie down and rest.

② **Medical check-ups** are conducted at school by medical practitioners free of charge. Check-ups include internal (abdominal) examinations, eyesight examinations, ear and nose examinations, dental check-ups, and in some cases, an electrocardiogram to check the condition of the heart.



\*Internal examinations and electrocardiograms may require the recipient to remove clothing from the upper body.

\*Parents are given health questionnaires prior to each check-up. Be sure to complete the questionnaire for your child and ensure that your child takes it to school.

\*Students found to require medical attention as a result of a check-up will be notified. If this happens, please seek medical attention and treatment without delay.

③ **Physical check-ups** are conducted to measure weight, height, eyesight and hearing.

④ **Other check-ups** include the following. All are conducted free of charge.

- Urine test: Conducted to identify physical disorders. Each student collects a urine sample at home first thing in the morning, and hands it in at school.
- Musculoskeletal check: Conducted to check that there are no irregularities in the spine, thorax, limbs, bones or joints.
- Chest X-ray (where necessary): Conducted to identify tuberculosis.

⑤ **School injuries:** The Injury and Accident Mutual Aid Benefit System pays benefits toward medical expenses incurred as a result of injuries from accidents during classes and breaks. If you take part in this program, you can receive the necessary forms, such as the *Iryo to no jokyō* (*lit.* state of medical treatment), from the school, have them filled in by the medical institution, and submit them to the school to receive benefits. The program does not cover medical expenses less than 5,000 yen.

⑥ **Infectious Diseases:** Students with influenza, whooping cough (pertussis), measles, mumps, rubella, chickenpox, pharyngoconjunctival fever (adenovirus infection), tuberculosis and other communicable diseases may not come to school during the specified period of suspension of attendance.



#### **4. Requests to Parents** (保護者のみなさんへ)

##### **(1) Please Cooperate with the School** (学校に協力してください)

School is not the only place for education, neither is the home. Both schools and parents at home need to fulfill their particular roles. The environment in which the child grows up can be made even better if schools and parents work in partnership. For this to happen, parents are asked to:

① **Come to school:** Come to school as often as possible on parents' days and other such occasions. Seeing your child's school and your child at school will help you better understand both your child and the school.

② **Read correspondence from school:** Handouts and newsletters contain information and requests from the school. Please make sure you read these carefully.

③ **Get involved with your child:** If your child is not yet fully proficient in Japanese, school life in Japan can be stressful. Family members are a great support at such times. Sit down with your child every now and again, listen carefully to what he/she says about study or school life, and give encouragement where necessary.

④ **Pay the fees:** Tuition and textbooks are the only things Japanese compulsory education provides free of charge. Other costs directly incurred by children, such as meals, materials and other school-life necessities, as well as the cost of trips and excursions, are the responsibility of parents. Be sure to pay these in the method specified, because delayed payments can cause problems for the operation of the school. Most payments are made by automatic bank transfer from bank or postal savings accounts. There will be regular updates on the use and amount of collected money.

⑤ **Take part in PTA activities:** Please participate in PTA activities (ranging from weeding to holding bazaars) as often as possible, because the PTA is a parent and teacher organization whose aim is to support the school life of the children at the school. Please also make sure you pay PTA membership fees.

##### **(2) Do Not Let Your Child Skip School** (学校を休ませないでください)

Attendance at school every day without fail is crucial for the child's educational development. Allowing your child to skip school for reasons such as 'I (the parent) am off work', 'He/she is a little tired', etc., can damage your child's relationship with his/her

school friends or cause your child's hard-earned Japanese language skills to become rusty. Children have the right to receive an education. Make them go to school every day unless they are ill or have another special reason not to.

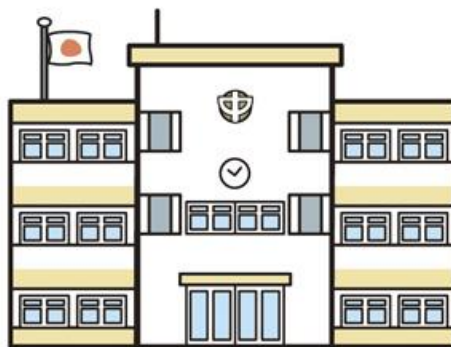
Always notify the school if your child is going to be absent from school due to illness or any other reason. In Japan, most children walk to school (as opposed to parents taking children to school by car). Homeroom teachers therefore become extremely worried if a child fails to show up for the role call without a notice of absence. Be sure to notify the school in the method specified by the school, by the time specified.

### **(3) Do Not Let Your Child Quit School** (学校をやめさせないでください)

School is not easy for a child with difficulties caused by learning in a foreign language. But the child's abilities will never develop if he/she stops learning at the proper learning age.

Many children who drop out of school part-way through fail to complete both Japanese compulsory education, but also fail to gain a complete education in their home country. This can cause significant difficulties regarding your child's further education and career opportunities. This can lead to lack of hope for the future.

Even if a child who has withdrawn from a Japanese school expecting to return to his/her home country remains in Japan after all and decides to return to school, he/she will no longer be accepted back after the age of 15. Without a certificate of graduation from a junior high school, he/she will not be accepted by high schools either. Think very carefully about your child's future, and never rashly withdraw your child from school.



## 5. List of Higashihiroshima Municipal Elementary and Junior High Schools

(東広島市立の小学校・中学校リスト)

Area	School	Address
Saijo	Saijo Elementary	2-15-1 Saijo Chuo
	Teranishi Elementary	6664-1 Jike, Saijo-cho
	Gota Elementary	1133 Goso, Saijo-cho
	Itaki Elementary	234-1 Morichika Ko, Saijo-cho
	Minaga Elementary	930 Shimominaga, Saijo-cho
	Higashi Saijo Elementary	1-2-1 Saijo Yoshiyuki Higashi
	Hiraiwa Elementary	521-9 Jike, Saijo-cho
	Misonou Elementary	8544-6 Misonou, Saijo-cho
	Mitsujo Elementary	7-23-55 Saijo Chuo
	Ryuo Elementary	5415-6 Jike, Saijo-cho
	Saijo Junior High	6466 Jike, Saijo-cho
	Koyo Junior High	25-2 Osawa, Saijo-cho
	Matsuga Junior High	860 Misonou, Saijo-cho
	Chuo Junior High	4281-1 Shitami, Saijo-cho
Hachihonmatsu	Kawakami Elementary	5-8-47 Hachihonmatsu Iida
	Hara Elementary	11407-5 Hara, Hachihonmatsu-cho
	Yoshikawa Elementary	365 Yoshikawa, Hachihonmatsu-cho
	Hachihonmatsu Elementary	10128-137 Hara, Hachihonmatsu-cho
	Hachihonmatsu Junior High	2-2-1 Hachihonmatsu Minami
	Isomatsu Junior High	666-1 Shoriki, Hachihonmatsu-cho
Shi-wa	Shiwa Elementary	1432 Shiwa Nishi, Shiwa-cho
	Shiwa Junior High	1432 Shiwa Nishi, Shiwa-cho
Takaya	Kodani Elementary	3543-3 Kodani, Takaya-cho
	Takaya Higashi Elementary	589 Shiraichi, Takaya-cho
	Takaya Nishi Elementary	582 Nakashima, Takaya-cho
	Zoka Elementary	2774-1 Zoka, Takaya-cho
	Takamigaoka Elementary	4-1-1 Takaya Takamigaoka
	Takaya Junior High	760 Nakashima, Takaya-cho
	Takamigaoka Junior High	1-1-1 Takaya Takamigaoka

Area	School	Address
Kurose	Itaki Nishi Elementary	257 Otada, Kurose-cho
	Kamigurose Elementary	10271-2 Munechika Yanakuni, Kurose-cho
	Nominoo Elementary	10554-1 Nomio, Kurose-cho
	Nakagurose Elementary	10018-1 Narahara, Kurose-cho
	Shimogurose Elementary	11225-3 Tsue, Kurose-cho
	Kurose Junior High	82-1 Maruyama, Kurose-cho
Fukutomi	Fukutomi Elementary	2096-3 Shimotakeni, Fukutomi-cho
	Fukutomi Junior High	2096-3 Shimotakeni, Fukutomi-cho
Toyosaka	Toyosaka Elementary	370 Kajiya, Toyosaka-cho
	Toyosaka Junior High	341-1 Kajiya, Toyosaka-cho
Kochi	Kochi Elementary	1757-1 Nakagochi, Kochi-cho
	Nyuno Elementary	4-20-1 Nyuno Nakayamadai
	Kochi Junior High	1757-1 Nakagochi, Kochi-cho
Akitsu	Kidani Elementary	4122 Kidani, Akitsu-cho
	Mitsu Elementary	4680 Mitsu, Akitsu-cho
	Kazahaya Elementary	789 Kazahaya, Akitsu-cho
	Akitsu Junior High	5563-8 Mitsu, Akitsu-cho

\*The list does not include Hiroshima prefectural schools and private schools.