Saga Guidebook ~At School~



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How to use this guidebook ... Welcome to Saga!

—Saga City gives the full support and various services to you and your children in leading a safe and happy life.

- ☆ Saga Guidebook: At School gives important information to foreign parents or guardians who have children going to elementary school in Saga City.
- ☆ The guidebook shows the educational system, student life, and events of schools in Japan, which are quite different from those in your home country.
- ☆ The schedule, school life, and events shown in this guidebook are common at many elementary schools in Saga City, but they are different from those in other cities. They may be different from school to school even in Saga City. You should contact your school for specific and detailed information about the school your children go to.
- ☆ The children who do not understand Japanese can take special Japanese classes at school. Ask your teacher for detailed information.
- ☆ A Japanese version of this guidebook is available. You can download it at the following homepages:
 - -Saga Municipal Board of Education

https://www.city.saga.lg.jp/

-Saga Prefecture International Relations Association

https://www.spira.or.jp/work/guide-a-living/

-Saga City International Relations Association

https://www.city.saga.lg.jp/

-"CASTANETs," an organization for Japanese learning support in Saga http://lst.geocities.jp/castanetsnihongo/

1. Schools in Japan School starts in April and ends in March in Japan.

Elementary and junior high school education is "compulsory." All Japanese children go to school. Children who have a foreign nationality can enter public elementary, junior and senior high schools without taking entrance examinations. No tuition is needed in public schools.

Entrance examinations are needed to enter or admit to national, prefectural, or private schools.

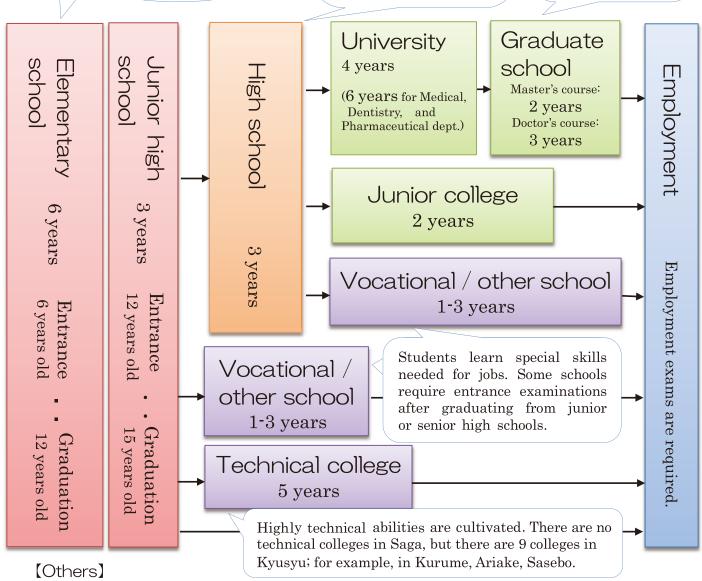
To go up to high school, entrance examinations are required after graduating from junior high schools.

High school

There are prefectural and private high schools. High school has special courses, such as general, technical, commercial, agricultural, nursing, and integrated. Entrance examinations for each course must be taken.

University/ Graduate school

There are national, public, and private universities. Students can study highly academic knowledge.



*Children with disabilities can take special education according to their level of disability at special support schools, or in special support classes in some elementary and junior high schools.

*There are three types of high school: ordinary full-time (classes in the daytime), part-time (classes in the evening, for 3-4 years), and correspondence school(study at your house giving reports and go to school on predefined days, for 4 years).

2. Elementary School Calendar (in Saga City)

☆Specific dates differ from school to school.

Major events are highlighted in bold.

School Term	Events for children	Events requiring parents' attendance	Events for parents
First Trimester	 First Trimester Opening Ceremony [April 6] Welcome Ceremony for 1st graders 	 Entrance Ceremony [1st graders' parents only] Sports Day [held in the second 	 Class Meeting Parent-Teacher Association(PTA) Conference
	 Spring Excursion Pool Opening IQ Test Achievement Test for 5th and 6th graders 	trimester in some schools]Class Visiting DayOpen School Day	Children-Parents Training for going back home safely in case of earthquake or typhoon.
	 Physical Check-Up Vision Test Hearing Test Urine Test Internal Medical Check-Up Ears and Nose, Eyes, and Dentistry Test First Trimester Closing Ceremony [July 20] 	[School is open to the public]	The teacher visits children's home to talk with you about your children.
Summer Vacation [July 21– August 3	· Junior-High School		• Individual meeting with the teacher

School Term	Events for children	Events requiring parents' attendance	Events for parents
Second Trimester	 Second Trimester Opening Ceremony [September 1] Swimming Competition School Outing for 1st-4th graders Sleepover Learning for 5th graders [held in the first trimester in some schools] School Trip for 6th graders Achievement Test for 4th-6th graders Physical Check-Up Second Trimester Closing Ceremony [December 24] 	 Music Festival Open School Day Junior-High School Orientation for 6th graders [6th graders' parents only] Coming-of-Half-Age Ceremony for 4th graders [4th graders' parents only] To talk about their future aims and dreams. 	· Class Meeting · Physical and Medical Examination for new students' [new students and their parents only]
Winter Vaca [December 2	a tion 25–January 7]		
Third Trimester	 Third Trimester Opening Ceremony [January 8] • Farewell Ceremony for 6th graders • Yearly Completion Ceremony [March 24] 	 Class Visiting Day Graduation Ceremony [6th graders' parents only] 	 Class Meeting Orientation for new students [new students' parents only]
Spring Vacation [March 25–April 5]			

☆Other "PTA Activities": Parents' activities collaborating with their teachers.

PTA activities are planned by individual school and the following shows some examples:

- Parents-Children Activities [grade-based]: the naming of each activity differs from school to school.
- Weeding: Children, parents, and teachers work together to weed out the school yard.

nyūgaku-shiki sotsugyō-shiki

入学式•卒業式

Entrance Ceremony & Graduation Ceremony

Entrance and Graduation Ceremonies are most important events to celebrate students entering or leaving school.

On the day of the Entrance Ceremony, school explains students' school life and some schools collect money for textbooks.

Most of the parents attend these ceremonies.



"Obento"

taiikutaikai

undō-kai

体育大会 (運動会)

Sports Day

Students enjoy playing sports

and games on the sports Day at school.

Parents are expected to watch and cheer them up.

You will enjoy eating lunch with your children

at the designated area in the schoolyard or the gym.

No school lunch is provided.

ensoku gakunenbetsu-ryokō

遠足•学年別旅行 shukuhakugakushū

shūgaku-ryokō

•宿泊学習•修学旅行

School Excursion,

School Outing, School Trip

& Sleepover Learning



Students attended by teachers go outside of the school by walking or taking a bus to study and experience.

Students must bring their "Obento," or lunch box, on those days.





School Excursion and School Outing for 1st—4th graders: students go outside of the school for a whole day.

5th and 6th graders stay at a hotel for two or three days to learn and have an extra-mural experience.

5th and 6th graders must bring "Obento" for the first day lunch.

o bentō お弁当

"Obento" (Lunch Box)

12

Obento is a lunch box students bring to school from home. On the days of School Excursion and Sports Day, students must bring Obento to school.

shintaisokutei

身体測定

Physical Check-Up

At the beginning of the first and second trimesters, students' height and weight are measured to see if they are growing properly. School doctors also check their vision and hearing.

naika-kenshin jibika-kenshin ganka-kenshin shika-kenshin 内科検診•耳鼻科検診•眼科検診•歯科検診
Internal Medical Check-Up • Ears
and Nose, Eyes, and Dentistry
Check-Up:

Doctors examine students' health at school in the first trimester.



nyō-kensa

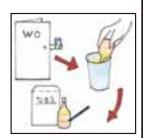
尿 検査

Urine Test

Urine is examined to check students' health condition.

The day before the test day, school gives students a kit for collecting their urine.

Students have to bring the kit containing urine and turn it in to their teacher at a morning meeting.



Students should wear gym suits at Physical and Internal Medical Check-up.

oyako fureaikatsudō 親子ふれあい活動 Parents-Children Activity

PTA activities are planned and enjoyed by teachers, parents, and students together on designated dates at school.

PAT activities and dates vary in each school grade.

jugyō-sankan

授業参観

Parents' Class Visiting Day

You can watch how your children are doing in class. The school will announce the date and time for your visit.

On "Open School Days," anyone, not restricted to parents, can visit school to watch classes.

gakkyū-kondan kojin-kondan 学級懇談 · 個人懇談

Class Meeting, Parent-Teacher

Conference

You can have the time to talk about your children with the teacher.



All the parents and teacher talk together at Class Meetings, and you can also talk individually with the teacher.

3. School Life

(1) Daily Time Schedule

7:30~	Go to School
8:00	_
8:15	Homeroom Meeting
8:40	1 st Period
	nd.
	2 nd Period
	90 : 4 D 1
	20-minute Break
	(playing in the schoolyard)
	3 rd Period
	o i siisa
	4 th Period
12:20	School Lunch
	(the same lunch is provided to all
	children and eaten all together in
	the classroom
	or in the lunchroom(cafeteria))
	Lunch Break
	(playing freely in the schoolyard,
	or reading books in the library)
	or reading soons in the instally
	Cleaning
14:10	5 th Period
	th —
	6 th Period
	Hamaraam Maating
16:10	Homeroom Meeting Go Back Home
10.10	So Baok Home

Students walk to school.

One class is 45 minutes long. A class schedule is handed out by the homeroom teacher every week or every two weeks. Check subjects, what to bring and other information every day.

"School Lunch" is considered a educational part of the school life. Students prepare their lunch and clean it up. If they have any food they can't eat because of allergies or religion, tell the homeroom teacher beforehand. To bring their own lunch is allowed. You must pay for school lunches.

"Cleaning" is also an important educational part in Japanese schools. Students clean the classroom, hallways, restrooms, and schoolyard every day.

Different schools have different schedules and different rules. If you have any questions, ask the school or the homeroom teacher. _____elementary school

Tel____

teacher's name_____

You have to contact the school by phone by 8 o'clock, when children are absent, late, or leaving the school earlier.

□ 【Example】

"Moshimoshi…1-nen 1-kumi no [name]no haha desu. Kyō wa netsu ga aru node oyasumi shimasu."

(Hello. This is the mother of [child's name] in the class 1-1. He/she will be absent today, because he/she has a fever.)



Q&A

- Q: In case your child feels sick or gets injured at school.
- A: The school nurse examines the child in the infirmary. If he/she needs to leave earlier, your homeroom teacher calls you. You should come to school to pick him/her up. You should tell your homeroom teacher your daytime phone number in advance.

He/She-is not allowed to go back alone.

Q&A

- Q: Is there any class on weekends and holidays?
- A: Basically, there is no class on weekends and holidays, but there are Saturday classes five times in a year in Saga City. Some special events are held on Sunday or holidays. Be careful of the school notice.

(2) School Rules

Things to bring everyday

- O "Randoseru" (School Bag) OName Tag
- O Security Buzzer O Textbooks O Notebooks
- O Pencil Case
 (Pencils, Eraser, Red Pencil, Ruler)
- O Communication Book
- O Handkerchief, Tissues

Things to bring on Monday and take back home on Friday

- O Indoor Shoes
- O Tooth Brush Set

Students must do the following:

- · Go to school every day as scheduled. Don't skip school.
- · Follow traffic rules.
- Don't bring to school things not needed for studying.

 (snacks, portable game machines, toys, money, watch, cell phone, etc.)
- · Wear indoor shoes in a school building.
- · Don't put on earrings or makeup.
- Don't stop by on the way home and to school.
- · Call friends with '-kun,' or '-san.' Don't call them without any honorific titles.
- Don't post any messages or upload photos or movies on Twitter, Facebook, or YouTube.

Contact your teacher at once in the following cases:

- ▶ When you change your phone number or address
- ▶ When you change your workplace or emergency contacts
- ▶ When you are going back to your country



(3) Subjects (class schedule) 1 class is 45 minutes long.

sokugo 国語 Japanese		ongaku 音楽 Music
^{sansū} 算数 Arithmetic		taiiku 体育 P.E.(Physical education) (Health education)
shakai 社会 Social studies (3 rd ,4 th ,5 th ,6 th graders)		型工 Arts & Crafts
rika 理科 Science (3 rd ,4 th ,5 th ,6 th graders)	8 8	家庭 Home economics (5 th ,6 th graders)
seikatsu		

生活

Socio-Environmental studies (1st, 2nd graders)

Know about nature and the local area, or think about growth.

sōgō-teki-na-gakushū-no-jikan 総合的な学習の時間

Integrated studies (3rd, 4th, 5th, 6th graders)

Try to solve social problems, and work on students' own interest, concern and theme.

gaikokugo-katsudō 外国語活動

Foreign language activities (5th, 6th graders)

Get familiar with English and foreign culture.

dōtoku 道德

Moral education

Learn the moral way of life as a person.

tokubetsu-katsudō 特別活動

Special Activities (committee, class, and club activities)

Talk and work to make the school and the class better.









(4) Belongings

Things needed on the first day:

☆ Write your name on all of your belongings.



randoseru ○ランドセル "*Randoseru*"(School Bag)



suitō ○水筒 Water Bottle



uwagutsu ○うわぐつ Indoor Shoes



uwagutsu-ire Oうわぐつ入れ Bag for Indoor Shoes



fudebako ○筆箱 Pencil Case



enpitsu 〇鉛筆 Pencils (about five)



keshigomu ○消しゴム Eraser (one)



aka-enpitsu akapen ○赤鉛筆(赤ペン) Red Pencil



hasami ○はさみ Scissors



jōgi ○定規 Ruler



nori ○のり Glue



iroenpitsu ○色鉛筆 Color Pencils



kureyon ○クレヨン Crayons



sankakujōgi ○三角定規 Triangles



Compass (3rd graders and older)



○分度器 Protractor (4th graders and older)



masuku (マスク Mask

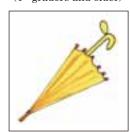


hamigaki-setto ○歯磨きセット

koppu kaburashi hamigakiko (コップ、歯ブラシ、歯磨き粉)
Tooth Brush Set (cup, tooth brush, and paste)



zōkin sentakubasami ○ぞうきん(+洗濯ばさみ) Duster (two pieces) (+clothespegs)



kasa ○かさ Umbrella



tsukuenohikidashi ○机の引き出し Desk Drawer



shitajiki ○下じき Desk Pad



hankachi ○ハンカチ Handkerchief



tisshu ○テイツシュ Tissue



taisōfuku ○体操服 Gym Suit



akashirobō ○赤白帽 Red and White Cap



taisōfuku-ire ○体操服入れ Bag for Gym Suits



bukkubakku ○ブックバック Book Bag



kenbanhāmonika ○けんばんハーモニカ Keyboard Harmonica



rikōdā ○リコーダー Recorder (3rd graders and older)



enogusetto ○絵の具セット Painting Set



shūjidōgu ○習字道具 Calligraphy Tools (3rd graders and older)



saihōdōgu ○裁縫道具 Sewing Set (5th graders and older)



mizugi-setto ○水着セット Swimming Set (swimsuits are specified by the school)



epuron エプロン Apron (5th graders and older)



sankakukin ○三角巾 Kerchief (5th graders and older)



bōhanbuzā ○防犯ブザー Security Buzzer

*Some of these items can be ordered from school. Ask your teacher.

2 Things to carry for School Excursion or Sleepover Learning



(5) How much money should be paid?

Elementary school education is compulsory: No tuition is needed, textbooks are provided free of charge, but some other things should be bought.

* The prices are average in 2016. The price may be changed.

1 What things to buy for entering the school?

(You have to prepare the following goods. Some things should be bought at the store specified by the school)

• School Uniform (wear freely at school that has no uniforms) about <u>25,000 year</u>

· School bag 'Randoseru'

about <u>20,000~60,000 yen</u>

• Shoes (sports shoes, indoor shoes, and gym shoes) about 5,000 yen

• Gym uniform about <u>4,500 yen</u>

• Set of school swimsuits about <u>5,000yen</u>

• Bags for books, indoor shoes and a cup for a toothbrush, etc. about <u>3,000yen</u>

• Teaching materials (only 1st graders, on the entrance ceremony day, in cash)

about 5,000-10,000 yen

X In some cases, you can buy the recycled goods. Please ask the school.

② How much money should be paid every month?

• School lunch fee, PTA fee, fee for teaching materials, and othersmostly withdrawal from your bank account.

In total, 6,000-10,000 yen per month should be paid.

• Extra money should be paid: deposits for a school trip or a graduation album. It depends on students' grade.

3 Others

- For club activities, and social physical education, each group needs to buy goods and uniforms.
- Fees per month are different in different groups.
- Some groups charge the money for games, expeditions, and training camps.



4. After School & Day Off

(1) When going out

When students go out, they have to follow the following rules of Saga City for their safety.

Time to go home:
 From April to September ···6 p.m.

 From October to March ···5 p.m.



- · Students are not allowed to bring snacks, portable game machines, or card games to school.
- Students are not allowed to stay overnight at their friend's house, not accompanied by parents.
- Students not accompanied by parents are not allowed to go to a restaurant or a fast food restaurant.
- · Students not accompanied by parents are not allowed to go outside of the school district.
- Students are allowed to enter the following places if they are accompanied by adults: a movie theater, a bowling center, and a batting center.
- Students are <u>not</u> allowed to enter the following places even if they are accompanied by adults: a pachinko parlor, a show theater, a game center, a game corner, a pool hall, a karaoke room, a manga café, and an internet café.
- Students should not use rude expressions when talking with their friends. '-san'or '-kun' should be added in addressing friends' names.
- * Call the police or your school when students are spoken to by a Stranger.

(2) Rules for riding a bike

Since there are many traffic accidents in Saga, students must keep the following rules for riding a bike.

- Although as a rule, a bike must keep to the left side of a street, students under 13 can use a side walk when they ride a bike.
- · Bike riders should yield to pedestrians. Walk a bike when there are many people walking.
- · Students must wear a helmet.



• Turn on a light when it gets dark.



• Park a bike in a designated bicycle parking place and lock the bike.



• The following dangerous ways of riding are prohibited:

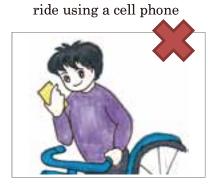












X You have full responsibility for the damage caused by your children's use of their bikes.

(3) After-School Support

The school has the following support systems after school.

sagashi hōkago-jidōkurabu 「佐賀市 放課後児童クラブ」

"Saga City After-School Children Club"

This club can keep your children if you are working and cannot watch your children after school.

Children can do their homework or play under the watch of the staff.

This support is offered to children from 1st graders to 3rd graders,
but some clubs are restricted to 4th graders and older.

- Place: in the premises of the municipal elementary school your children go to or in the school district.
- Time: From Monday to Friday, until 5 p.m. after school. (Some schools are open after 5 p.m.)
- Fee (fiscal year 2016): 3,000 yen per month.

 Some clubs also require about 1,500 yen for operating expenses (including costs for insurance and snacks).
- · You should check the other rules of the club. You need to apply for a club to join.
- For more information, contact <u>Saga City Hall Kosodate-somu-ka</u>, <u>Jido-ikusei-gakari</u>
 (<u>Developing Children Section</u>, <u>Children and Family Division</u>,) <u>Tel: 0952-40-7285</u>.

Q&A

Q: Do the staff members at Children Clubs teach children?

A: They encourage children to study, but don't teach actually.

Besides, there are After-School Clubs (After-School Care) run by private organizations.

(4) Others

shōnen-supōtsukurabu ① 少年スポーツクラブ

Children Sports Clubs in school facilities

There are some sports clubs for children to play sports after school, such as soccer or mini-basketball, and different schools have different clubs. They use their elementary school gym, and they have their own rules. Anybody can join the clubs.

- · Coaches of the clubs are not school teachers.
- · Some schools don't have these clubs.



Q : Are these clubs similar to school clubs run by junior-high school?

A: No. They use school facilities, but they are not official school clubs.



There are some other types of sports clubs outside of the school.

borantia-nihongo-kyōshitsu ② ボランティア日本語 教 室

Voluntary Japanese class

There are Voluntary Japanese Classes for adults and children who are not good at Japanese.

% For detailed information, contact <u>Saga Prefecture International Relations Association</u> Tel: 0952-25-7921.

Appendix: Important words seen in school documents JAPANESE-ENGLISH

JAPANESE	ENGLISH	YOUR	LANGUAGE
katei chōsahyō 家庭 調査票/ jidō chosahyō 児童 調査票	Family Background Questionnaire Child's Background Questionnaire		
katei renraku-kādo 家庭 連絡カード	Family Contact Card		
hoken chōsahyō 保健 調査票	Health History Questionnaire		
maruhi	Confidential		
kinyū nen-gappi 記入 年月日	Date of Filling Out		
jidō 児童	Child		
hogosha 保護者	Parents / Guardians (persons responsible for raising the child)		
seinen gappi 生年 月日	Date of Birth		
nenrei 年齢 • ~才	Age · ∼Years Old		
gen-jūsho 現住所	Present Address (Mailing Address)		
denwa denwa-bangō 電話 /電話番号	Telephone No.		
kinkyūji no renrakusaki 緊急時 の 連絡先	Person's Name & Telephone No. to Contact in Case of Emergency		
shimei namae 氏名/名前	Name		
seibetsu otoko on'na 性別 / 男 · 女	Sex / Male · Female		
jidō tono kankei 児童 との 関係	Your Relationship to the Child (ex.父 Father [子 Child])		
zokugara 続柄	Family Relationship (ex. 父 Father, 妹 Younger Sister)		
hon'nin 本人	Child himself/herself		
chichi haha ryōshin 父 · 母 · 両親	Father · Mother · Parents		
gakkō-eno-kibō yōbō 学校への希望/要望	Requests to School		
bokoku 母国	Home Country		
rainichi ga'ppi 来日月日	Date of Arrival in Japan		
ten'nyū-mae no keireki 転入前 の経歴	Educational Background before Entering This School		

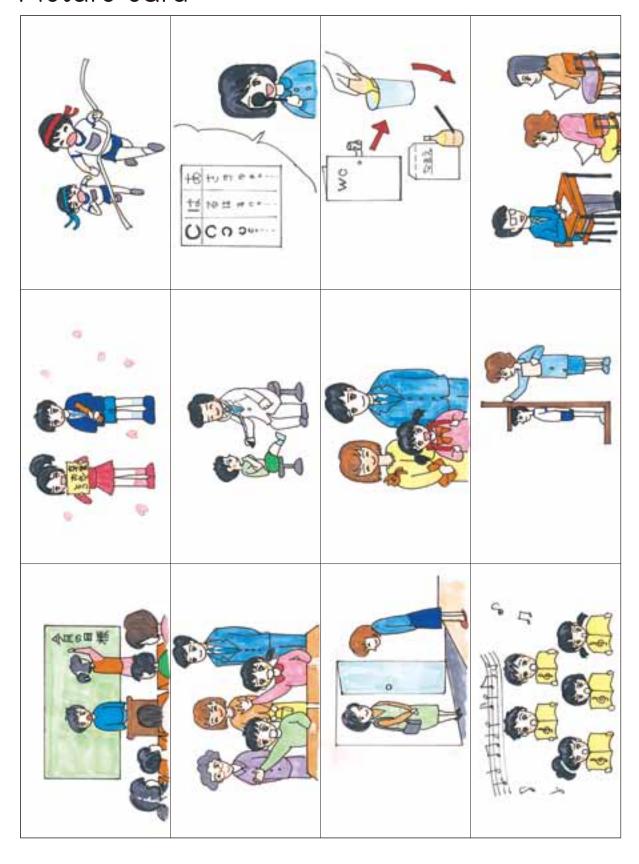
kikoku yotei 帰国 予定	Expected Date of Returning to the Home Country	
hoken hoken 保険 · 保健	Insurance · Health	
hokenshō 保険証	Health Insurance Card	
inkan 印鑑	Seal	
tsūchō 通帳	Bankbook	
ginkō furikomi 銀行 振 込	Bank Transfer	
kyūshoku-hi 給食費	The Charge for School Lunch	
shūgaku en jo 就学援助	School Expense Subsidy	
gakushū-reki 学習歴	Educational Background	
shumi 趣味 · 特技	Hobbies • Special Skills	
chōsho 長所 · 短所	Strengths · Weaknesses	
maru de kakomu 〇 で 囲む	Encircle	
kojin-jōhō-no-toriatsukai 個人情報の取り扱い	Use of Personal Information	

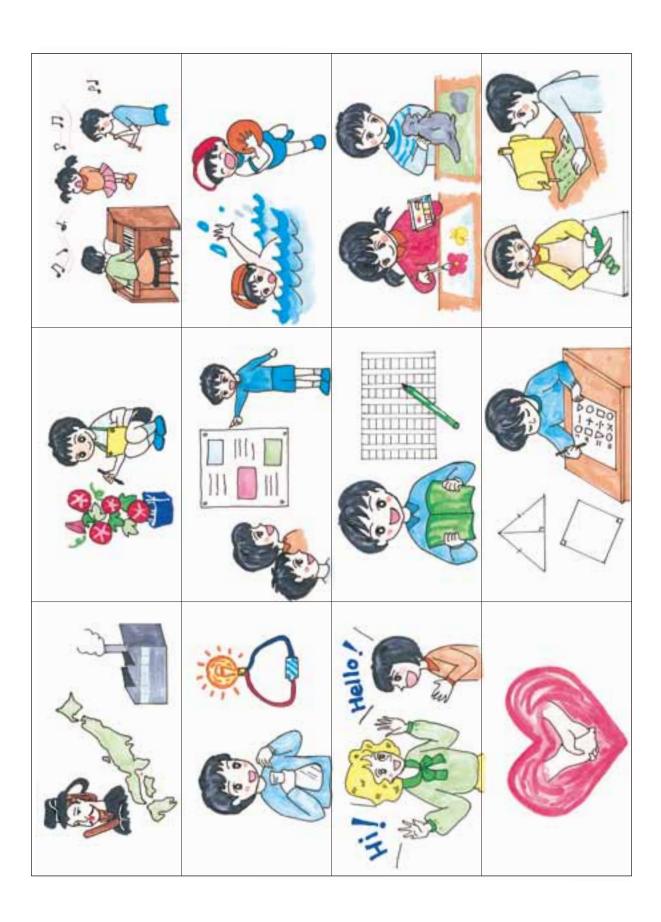
(Important Words about Health)

JAPANESE	ENGLISH	YOUR LANGUAGE
shippei byōki i jō 疾病/病気/異常	Diseases	
kakaritsuke no byōin かかりつけ の 病院	Child's Regular Hospital	
imamadeni kakatta-byōki 今までに かかった病気/ kiōshō 既往症	Past Illnesses	
ima kakatteiru byōki 今 かかっている 病気	Current Illnesses	
kega kega no namae けが・けがの名前	Injuries • Names of Injuries	
u keta shujutsu shujutsu no namae 受けた 手術 ・手術 の名前	Past Surgeries • Names of Surgeries	
shusseki teishi shukkō teisi 出席 停止/出校 停止	Suspension of Attendance at School	
kansenshō 感染症	Infectious Diseases	
infuruenza インフルエンザ	Influenza	
mashin hashika 麻疹 (はしか)	Measles	
füshin mikkabashika 風疹 (三日ばしか)	Rubella(three-day measles)	
suitō mizu b ō s ō 水痘 (みずぼうそう)	Chicken Pox	
ryūkosei jikasen'en 流行性 耳下腺炎 otafukukaze (おたふくかぜ)	Mumps	
intō-ketsumaku-netsu pū ru netsu 咽頭 結 膜 熱 (プール 熱)	Pharyngoconjunctival Fever (=PCF) (Pool Fever)	
hyakunichi-zeki 百日咳	Pertussis	
kekkaku 結核	Tuberculosis (=TB)	
zuimakuenkinsei zuimakuen 髄膜炎菌性 髄膜炎	Meningococcal Meningitis	
zinzōbyō kanzōbyō shinzōbyō 腎臓病 • 肝臓病 • 心臓病	Kidney disease • Liver disease • Heart disease	
tōnyō-byō 糖尿病	Diabetes	
zensoku 喘息	Asthma	
bōkōen jin'uen 膀胱炎 · 腎盂炎	Bladder Infection • Pyelitis	

yōrenkin kansenshō 溶連菌 感染症	Group A Beta-Hemolytic Streptococcus Infection (=GABHS)
keiren けいれん	Seizure
seki tan 咳 · 痰	Cough · Phlegm
tachikurami memai たちくらみ/めまい	Dizziness
shokumotsu-arerugii 食物 アレルギー	Food Allergy
kusuri-arerugii 薬 アレルギー	Allergy to Medicine
yobō-sesshu 予防接種	Inoculation
tsuberukurin han'nō-kensa ツベルクリン 反応検査 insei giyōsei yōsei ① 陰性 ② 擬陽性 ③ 陽性	Tuberculosis Test ① Negative ② Uncertain ③ Positive
BCG接種 ① 受けた ②受けていない	BCG Injection ① Inoculated ② Not inoculated
karada no yōsu kenkō-do 身体 の 様子/健康度 kenkō karada ga yowa i ① 健康 ② 体 が 弱い	Health Condition ①Healthy ②Weak
syoku' yoku 食 欲	Appetite
tabemono no sukikira i 食べ物 の 好き嫌い	Likes or Dislikes for Food
shūkyō-jō-no riyūde 宗教上の理由で taberarenai shokuhin 食べられない 食品	Religiously Forbidden Foods

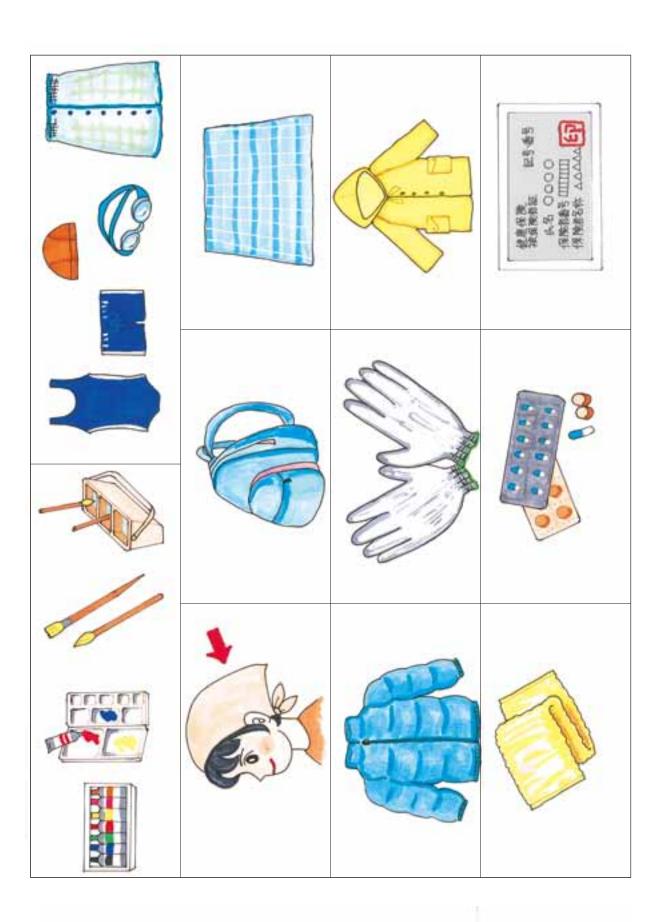
Picture card

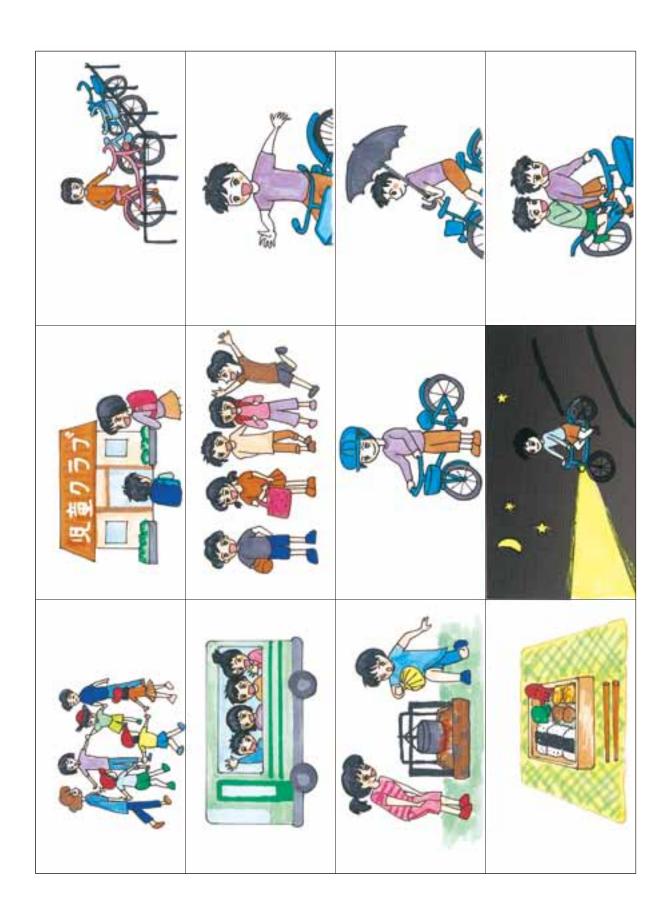














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