

Notice about applying for school lunches and paying school lunch fees

1 School lunch fees are collected by the Kawasaki City Board of Education

From April 2021, fees for school lunches in Kawasaki City have been managed as part of the city budget as the program switched over to **public sector accounting**. As a result, from now on guardians of children will pay school lunch fees to the city rather than to the schools their children attend.

2 About the school lunch application and requests for account transfer payment

To apply for school lunch, you must submit the **school lunch application** (学校給食申込書) and use **the account transfer procedure below**.

Therefore, we ask that you fill in the enclosed “School Lunch Application” and “the Account Transfer Request Form” and complete the following procedures.

(1) “School Lunch Application” (4th sheet of the 4-page set of documents)

→ Submit to your child's school

- Separate this from the other sheets, fill in the required information, put the completed form in the envelope the documents came in, and **submit to the school unsealed on the day of the entrance ceremony**. Refer to the envelope provided for an example of how to fill out the form.

(2) “Account Transfer Payment Request Form” (1st-3rd sheets of the 4-page set of documents)

→ Submit to your financial institution

- Since this is a multiple-page form, please complete it without separating the sheets. Submit the completed form to one of the financial institutions below. Please complete the institution's procedures to have the school lunch fees paid via direct deposit from your account **by the time of your school's entrance ceremony**. For an example of how to fill out the form, refer to the back of the 3rd page.

→ The account transfer procedure can also be completed via the Internet. For more information, refer to the back of this page.

【Financial Institutions that handle account transfer payments of school lunch fees】

Banks(ginkō)	Trusts Banks	Credit unions	Others
Mizuho, Mitsubishi UFJ, Mitsui Sumitomo, Resona, Gunma, Kiraboshi, Yokohama, Higashi-Nippon, Kanagawa, Shizuoka Chuo, Japan Post Bank	Mitsui Sumitomo Trust Bank	Yokohama, Kawasaki, Sawayaka, Shiba, Johnan, Setagaya	Chuo Labour Bank, JA Ceresa Kawasaki

- Fees other than school lunch fees are to be paid by direct debit (account transfer payment) from an account at a financial institution designated by your school.
- Once you complete this procedure, you won't have to do this again for as long as your child is enrolled in a Kawasaki City municipal school, even if they transfer to a different school (e.g. junior high school or special needs school).
- Bank fees associated with these transfers are borne by Kawasaki City, not the account holder.

[An account transfer request for school lunch fees is required separately from the request to debit school expenses from the school-designated bank account.]

3 About school lunch fees

Below is the planned schedule of lunch fee payments and account transfer date payment deadlines. (Current as of FY2022.)

		1st	2nd	3rd	4th	5th	6th	7th	8th	9th
Payment deadline		6/30	7/31	8/31	10/2	10/31	11/30	1/4	1/31	2/29
for the month of --		Apr/May	June	July	Sep	Oct	Nov	Dec	Jan	Feb/Mar
Amount	Full lunch	¥9,200	¥4,600	¥4,600	¥4,600	¥4,600	¥4,600	¥4,600	¥4,600	¥9,090
	Without milk	¥7,400	¥3,700	¥3,700	¥3,700	¥3,700	¥3,700	¥3,700	¥3,700	¥7,092

- The final fee schedule for the 2023 fiscal year will be announced around June.
- "Lunch without milk" is meant for children with food allergies, lactose intolerance, etc. In addition to fresh milk, any products that contain milk such as probiotic yoghurt drinks will not be given to your child.
- School lunch fees are paid based on the number of school lunches served during the year. Any necessary reimbursement of fees will be paid during the 9th payment term.

Q&A about paying for school lunches

Q1 What happens if I do not make my account transfer request by the deadline?

- A1 If the deadline is not met, the first installment (for April and May) cannot be automatically transferred from your account. In that case, Kawasaki City will send you an invoice which you can pay at your bank or convenience store. You can also use the barcode printed on the payment form to pay via smartphone. Please note that if you miss a payment deadline, you cannot pay it late in combination with the next payment.

Q2 What should I do if my child requires a lunch without milk/only milk but no lunch due to food allergies etc.?

- A2 You will need to submit a form (学校給食費区分変更届). Ask your school about submitting this and supporting documents.

Q3 What if my child is receiving welfare benefits or financial aid for school expenses?

- A3 Recipients of welfare benefits or financial aid for school expenses can receive school lunches for free. It can take some time to approve this, but any school lunch fees you have paid yourself before approval will be refunded to you if your application is successful. (You must submit the school lunch application form and complete the bank transfer procedure.)

Guidelines for Using the Online Transfer Service

You can apply to make direct debit payments online through the Online Transfer Service. If you use this service, **you do not need to submit “Account Transfer Payment Request Form” to your financial institution.**

What is the Online Transfer Service?

It is **a service which you can make bank transfers online (via computer, smartphone etc.) without needing to go to a bank.**

- Aimed at : Those who are newly applying for direct deposit of school lunch fees
- Application deadline: **May 20, 2023** (the first transfer will be made on the 30th of June)
- Details: For more details refer to the following URL

<https://www.city.kawasaki.jp/880/page/0000135011.html>

- Points to note :

- ① Some types of cash cards may not be useable.
- ② Separate account transfer procedures are required for each of your children.
- ③ **Please note that these procedures cannot be completed with a smartphone app.**



【As a general rule, school lunch fees must be paid via bank transfer. We ask for your cooperation with this.】

➤ **Contact**

If you have any questions regarding procedures related to school lunch fees, such as the submission of the school lunch application form or account transfer payment request, please contact:

Kawasaki Board of Education, Office of Health and School Lunch Promotion

Phone: 044-200-2539 / E-mail: 88kyusyoku@city.kawasaki.jp

Please refer to the following URL for more information on the handling of school lunch fees, including frequently asked questions.

URL: <https://www.city.kawasaki.jp/880/page/0000121366.html>



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homepage