

# "Moving in" procedure



① Please call to Honjigaoka Elementary School (052-772-4791) and tell the vice-principal or chief of education that you will move in.

② Please submit a "Notice of Moving Out" at the school before the transfer, and receive two documents, a "Certificate of Enrollment" and a "Certificate of Salary for Textbooks".



③ Please submit a "Notice of Move-in" (Notice of the change of address in Moriyama Ward) at the Citizen's Section of the Moriyama Ward Office. Therefore, you will be given a "Notice of Transference" to attend our school.



④ Please come to Honjigaoka Elementary School with your child, being the following three documents of Transference", "Certificate of Enrollment" and "Certificate of Salary for Textbooks" by the day you move in. (Please enter from the front door)



## Notice to those who move in

- 1 Students living in the same area usually go to school together in a group.
- 2 Please prepare your indoor shoes and gym shoes.
- 3 Physical education clothes are white short-sleeved shirt(long-sleeved in winter),black or dark blue quarter pants(or half pants), and a red-white cap with a brim.
- 4 Please bring a placemat, and a mask in a pouch for lunch.
- 5 School lunch fees, school year fees, etc. will be deducted from Japan Post Bank. Please open an account.
- 6 Twilight school (after-school class) is attached to our school. If you would like to participate, please ask. We'll guide you.
- 7 If you have any questions, please contact Honjigaoka Elementary School(052-772-4791).