## Toddlers' Playroom

#### User registration

- Playroom is a facility mainly for children age 0 to 3 and their parents and guardians of Minato residents.
- Please refrain from using this facility for children over 4 years old.
- **Opening hours** 10:00 a.m. ~ 6:00 p.m.
- (Except Year-end & New Year Holidays 12/29 ${\sim}1/3$  and the days for facility inspection.)

#### How to use the service

 $\boldsymbol{\cdot} \mathsf{You} \ \mathsf{need} \ \mathsf{to} \ \mathsf{register} \ \mathsf{for} \ \mathsf{membership}$  .

- $\cdot \mbox{Please}$  bring an ID card that shows you live in Minato-ku.
- •One user registration card will be issued per child upon user registration.
- •The "User Registration Card" must be presented when using the playroom by one of the persons registered as a guardian on the user registration application form.
- •Adults must wear socks in the playroom because children touch floor and lie down.

#### Entry and Exit Procedures

•Please put the stroller in the appointed place.

•Please tell the purpose of today's visiting, your name clearly and show your the registration card to the camera.

- •Please give the registration card to the receptionist.
- •When you leave, please give the registration card to the receptionist.

#### Request from Appy Akasaka

We are committed to creating pleasant surroundings for children and their parents and guardians. We appreciate your understanding and cooperation.

# <u>Temporary Childcare</u>

## for Infants and Children

- Age From 4 months old to preschool children.
- **Opening hours** 8:30 a.m.~ 6:30 p.m.

(Except Year-end & New Year Holidays 12/29~1/3 and the

- days for facility inspection.)
- A maximum of five hours per day (on an hourly basis). (Maximum two hours at the first time of using our services.) Fees
- •Weekdays 500 yen per hour.
- ·Sunday and National Holidays 600 yen per hour.
- Please finish payment at the time of picking up your child. How to use the service

#### (You need to register for membership using our services.)

(DRegistration Please be sure to bring of the following documents your child's Health Insurance Card, Infant Medical Card, and Maternity Handbook at time of registration.

(2) Reservation 8:30 a.m. ~ 5:30 p.m. (Please note that all reservations are made by parents.)

•Please make your reservations by phone, or at the reception. •Reservations can be made from a month before preferred date (in case of holiday in working day after). And you can make reservations on LINE. For more information, please check the Minato-ku website.

#### 3 The day of the appointment

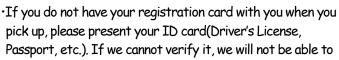
·Please give the registration card to the reception.

Please fill in the "Childcare Request Form" and show to the reception. Please come with plenty of time to spare.
Please make sure to fill in emergency contact details for each day of childcare. In case of an injury or sudden change in your child's health we will immediately inform you. We will take the child to a hospital if your child needs immediate medical attention.

#### 4 Drop off/pick up

 $\boldsymbol{\cdot} As$  a rule, we ask that parents and guardians pick up and drop off their children.

•Application is required for others to pick up.



hand over the child.

•Please be sure to let us know if you will be late for pick-up due to unavoidable circumstances.

·If pick-up is after the reserved time, an extra fee will be charged.

#### $\textcircled{5}\mbox{Other}$ details

•We will not accept medicine and any child who have a body temperature of 37.5 degrees Celsius higher, or who is on medication, on the day of childcare.

·Medications are not accepted.

•Depending on your child's condition, we may ask you to pick up your child earlier.

• Due to the possibility of sudden changes in your child's condition on the day of inoculated, we cannot accept your child.

·Long nails can cause injury. Please cut them short.

#### Things to bring (Please make sure to write child's name on

#### everything children bring.)

Clothes, Plastic bags(3), Diapers, Wipe for buttock,

Baby bottles (per-use), Formula milk (per-use), Lunch,

Snack, Drink, Wet wipes, Apron, Bath towels(2)

•Please bring your own lunch or snacks according to the time of your visit.

Lunch 11:30 a.m. ~ 1:00 p.m.

#### Snack 3:00 p.m. ~ 3:30 p.m.

 Please consult us if your child has some allergy and limit of foods.





#### **Requests for Use**

- Please have a responsibility for spending time with your child in playroom.
- Please keep eyes on your child to ensure a fun and safe play experience.
- Please set mobile phone to silent (Manner mode) inside the playroom and refrain from phone calls except for emergency.
- · Please take care of your own valuables.
- Please refrain from bringing your own toys or picture books.
- Please take your trash with you.
- Appy have no parking lot here. We have a space for bicycle parking.

"Appy" is a form of baby talk that represents the word "Happy" We aim to create a facility that all users can be happy and be full of smile.

We will cherish each encounter and strive to make everyone feel safe and relax like a second home.

Please check the website or letters for events. Any questions or request for visit, please be free to contact us.

#### \$ \$ \$ \$ Access

🔹 Bus

Akasaka6cyoume stop (about4 minutes walk)

Hinokicho park stop (about6 minutes walk)

Akasaka primary school stop (about1minutes walk)

Nogi park stop (about3 minutes walk)

- Tokyo Metro Chiyoda line Nogizaka Station, Exit 2 (about 3 minutes walk)
- Tokyo Metro Hibiya line Roppongi station, Exit 4a (about 7minutes walk)
- ToeiOedo line Roppongi Station, Exit7 (about 7minutes)

#### ASSOCIE

Commission Management : Associe International Inc. 〒153-0063 3-11-3-3F Meguro Meguro-ku TEL: 03-3711-3900 FAX: 03-3711-3901 URL: http://www.associe-international.co.jp

# Minato Childrearing Support Plaza

# Appy Akasaka



Toddlers' Playroom Temporary Childcare for Infants and Children (For the people live in Minato-ku)

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