

School Newsletter

Important information about school life.

2

FEBRUARY
2021

Message from the Principal

◆ Students in need of Japanese instruction

Some children come to Japan when their parents find work here. All these families have come to Japan in search of a secure environment and a better life. For these children to attend school, first of all they need Japanese language skills. However, there are few high schools which will accept them, which is now a problem.

◆ At our school

We want to accept these students and support their academic study. Therefore, we launched the "Translingual Course" this school year. As well as offering Japanese classes, we have established a "Youth Support Fund" for economic support. The School Newsletter is issued in English and Chinese as well as Japanese.

◆ Guidelines for simple Japanese

From this month on, for the sake of students whose first language is not Japanese, the Newsletter will be written in accordance with the Agency for Cultural Affairs' guidelines for "Simple Japanese." Specifically, (1) Choose clear words, (2) Keep sentences short, (3) Express information simply.

"Simple Japanese" is easier to understand not just for non-native Japanese speakers but also for students requiring reasonable

accommodation, such as those with dyslexia and other developmental disabilities. Using Japanese that any student can understand is a part of universal design (UD).

◆ Toward universal design (UD)

UD means "making things easy to use and understand for everyone, regardless of their age, gender, nationality, or disability status." We are adopting UD in school education, creating frameworks for all students to attend school with peace of mind and understand their classes better. For example, the same text can be much easier to read when using a UD font (see figure).



In the future, the teaching staff will learn more about UD. We will keep on doing all we can to help students find classes clear, fun, and interesting.

(Principal Chifumi Kajita)

"I can do all things through him who strengthens me."

Philippians 4:13

Now in "Simple Japanese"

From this month on, the School Newsletter will offer school information according to the Agency for Cultural Affairs' guidelines on "Simple Japanese." We hope to make its contents clear and easy to read for students and parents whose first language is not Japanese, as well as everyone else.

School Newsletters

- Right now, the School Newsletter is issued on the 20th of every month, but from April on it will be issued on the 1st. (The next newsletter will be April 1st. There will not be a March newsletter.)
- When the 1st is a school holiday, the newsletter will be issued on the previous day.
- We are working to make the newsletter easier to read.

Requested Anti-Infection Measures

To prevent infection with the novel coronavirus, the most important thing is to take care of your own health. Because we gather in groups at school, please be considerate of others as well.

Please continue to observe the items below.

1. Everyone takes their temperature upon arriving at school, but also take your temperature at home and fill in the temperature sheet before coming to school.

If you have a temperature of 37.5 degrees or above, stay at home.

If you feel even a little unwell, contact your homeroom teacher and rest at home. Your homeroom teacher will let you know what to do when you miss school.

*The temperature sheet was mailed in October. Receive it from the staffroom.

2. Always wear a mask.

Do not dispose of your mask at school.

3. Wash your hands thoroughly. (Use hand sanitizer when entering the school and after using the bathroom.)

4. Desks and chairs are sterilized every morning, but feel free to use the sanitizer and paper towels in every classroom whenever necessary.

5. Avoid touching other people, and keep a set distance whenever possible.

6. Use the stairs. Only four people at a time should use the elevator.

7. Between classes, speak in a normal tone of voice and do not shout.

8. When eating in the school, do not face other people and eat quietly.

Academic Affairs

Homeroom and Course Registration for First Term AY2021

□ Date: March 12 (Fri.)

□ Target: All students *except those graduating in March

In homeroom, teachers will give students their report cards for the second term of AY2020, and explain how to apply for course registration for the first term of AY2021. Students will also decide and reserve their course registration dates with their homeroom teachers.

□ Anyone who is absent from homeroom **must contact their homeroom teacher.**

□ Course registration for the first term of AY2021 can be done on the following dates, by reserving a date with your homeroom teacher.

Current second- and third-year students: March 16 (Tue.), March 17 (Wed.), March 18 (Thu.) *Afternoon

Current first-year students: March 19 (Fri.), March 22 (Mon.) *Morning or afternoon

*AY2021 facilities fees must be paid by March 10 (Wed.) in order to register for the next year's courses.

□ Homeroom and course briefing times are as in the table below.

Classrooms will be posted on the day.

Class period	Time	Homeroom and course briefings
March 12 (Fri.)	11:00 - 11:50	1Y/2Y/2A/2B
	12:00 - 12:50	● Briefing for next year's first term courses (not a special activity) *The Global, Health and Sports, Academic, and My Space Plus courses will also be discussed.
	13:00 - 13:50	1A/1B/2M/2N
	14:00 - 14:50	1L, 1M, 2C [Third-year students not graduating this term] 3A, 3B, 3C, 3D, 3E, 3F, 3M

Career/College Support

[For Third-Year Students]

□ Third-year students who have finalized their plans after graduates should report to their homeroom teachers or guidance counselors.

□ Students who do not fulfill the three conditions for high school graduation will NOT be able to graduate, even if already accepted at a college, junior college, or vocational school, or hired for employment.

□ Even if you have not finalized your plans yet, don't give up; just keep on trying.

If you need advice or support, see your homeroom teacher or guidance counselor.

□ Final Future Path Reports

We will be mailing the "Final Future Path and Exam Result Report" form to those whose graduation is secure; fill in the required items and send it back to the school. Even if your plans are not finalized yet, report that you don't know yet.

[For First- and Second-Year Students]

- The credit tests are over, and the first- and second-year students are ready to prepare for the new school year.

In particular, second-year students should be thinking seriously about life after high school.

Take time to decide whether you want to go on to further study (and if so, what you want to study) or get a job (and if so, what kind of work you want to do).

- From March through April, you will have a lot of free time. Using the Internet and the resources available at school, gather information about your future.
- In March, there will be a survey on career path plans. During course registration, keep your future path in mind and select the courses you will need.
- For a career/future study interview (parents and/or students), speak to your homeroom teacher.

Student Support

Counseling

- Counseling is available at the following times. Parents and guardians are also welcome to contact Ishikura and make appointments for themselves as needed.
 - Schedule: Mondays, Wednesdays, and Fridays through March 31
 - Time: 14:00 to 16:50 (50-minute sessions)
 - Supervisor: 石倉篤 (ISHIKURA, Atsushi)
 - Counselors: Monday: 川野敬子 (KAWANO, Keiko)
Wednesday: 小野真由子 (ONO, Mayuko)
Friday: 道嶋公子 (MICHIJIMA, Satoko)
Other times／石倉篤 (ISHIKURA, Atsushi)

Special Activities

□ To graduate, **you must participate in at least 30 hours of Special Activities.** Currently, special activities are taking place online or in smaller groups.

Special activities for February and March are shown below. Check SakuraNet for the details.

To participate, apply on SakuraNet.

Special Activities	Dates	Location	Special activities time	SakuraNet notification date
Bible Hour	March 4, March 11, March 18 (Thu.) 15:00 - 15:30	School & online	1 hour for two sessions	February 4 (Thu.)
Homeroom	March 12 (Fri.) For details, see the "Academic Affairs" section.		1 hour	—
Course registration (everyone)	March 16 (Tue.) to March 22 (Mon.) For details, see the "Academic Affairs" section.		1 hour	—

□ The following activities are also special activities.

Special Activities	Paperwork to submit and precautions
University/junior college/vocational school open campuses	① Application form* ② Materials from open campuses and staff business cards (for those participating online, images showing participation)
Company briefings	① Application form* ② Materials from company briefings and staff business cards (for those participating online, images showing participation)
Time for Film and Art: Off-Campus Art and Cinema Appreciation	① Application form* ② Ticket stubs or DVD rental receipts (for those watching online, images showing what you watched) Note: One movie or exhibition counts as two hours of special activities. Up to 18 hours' credit. View the movies and exhibits listed under "Special Activities (Off-campus art and cinema appreciation)" on the school website. "Special Activities (Off-campus art and cinema appreciation)" (February 2021) "Special Activities (Off-campus art and cinema appreciation)" (January 2021) "Special Activities (Off-campus art and cinema appreciation)" (December 2020) "Special Activities (Off-campus art and cinema appreciation)" (August 2020) "Special Activities (Off-campus art and cinema appreciation)" (July 2020) "Special Activities (Off-campus art and cinema appreciation)" (June 2020)

*Application forms are available in the staffroom.

Administrative Matters

Procedures for the New School Year

- Students continuing enrollment for the 2021 school year must be sure to do procedures (1) and (2) below.

(1) Pay 40,000 yen in facilities fees for the 2021 school year.

(2) Submit a photo for your student ID.

The details of these procedures will be sent to you in February. The facilities fees must be paid by the deadline below.

*Even if you are taking time off or studying elsewhere temporarily, you must pay the facilities fees.

Payment of AY2021 Facilities Fees (40,000 yen)

- Amount: 40,000 yen

Payment deadline: March 10 (Wed.)

- Students who have paid the facilities fees can register for first-term AY2021 courses. Students who have not paid the facilities fees may be expelled.

- Facilities fee payments cannot be delayed (the payment deadline cannot be changed). Be absolutely sure to pay by March 10.

AY2021 Student ID Cards

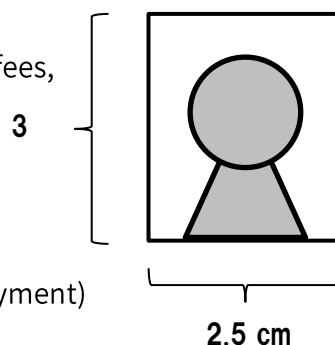
- Along with the information on paying the AY2021 facilities fees, we will send an ID card photo submission form (paste your photo on the form).

Prepare the following photo.

ID photo: for ID use, no background, H3 x W2.5 cm

The first issuance is free of charge. (Reissuance requires payment)

Photo size (actual size)



Address Change Procedures

- For any changes to your address or telephone number, immediately follow steps (1) through (4).
 - (1) Fill in the required items on the "Change Form," add your parent's or guardian's seal, and submit it to the staffroom.

*Forms are available at the staffroom and on page 41 of the 2020 Academic Guide. Make a copy for use.
 - (2) Submit a photo for your student ID to the staffroom. (A new ID will be issued.)
 - (3) Notify the post office of your change of address, so that letters and other mail will arrive at your new home.

You can also use the QR code at right to do this online. ==>



- (4) If your commuting route will change, submit your **student discount request card**.

(A new card will be issued. It will take two days.)

Procedures for Required Certificates for Future Study and Employment

- When you need certificates for future study or employment, be sure to check with your homeroom teacher and follow the procedures. (Details about these procedures are on pages 26-27 of the 2020 Academic Guide.)

*After applying for your certificates, it may take a week or more for them to be ready. Apply well in advance to be sure you will meet your deadlines.

You can also check the procedures on the school website. ===>

(You can download the application forms.)



When Certificates, etc. are Required for Applications

- For applications such as (1) and (2) below, you may need to submit proof of enrollment or other certificates.

(1) Application for financial aid

(2) Application for scholarships (prefectural, municipal, private-sector)

You must apply using the Certificate Issuance Request Form. Prepare A to C below and apply at the staffroom.

A. Certificate Issuance Request Form

*Available at the staffroom and on page 43 of the 2020 Academic Guide. Make a copy for use. Be sure to fill in the "Submission destination" and "Reason" fields.

B. Application for financial aid/scholarships

C. Certificate issuance fee: 300 yen (500 yen for a recommendation letter in Japanese, 1,000 yen for a letter in English)