

3-2-9 Wakaba, Mihama-Ku, Chiba-City, Chiba 261-0014

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Web: <http://www.mis.ed.jp>

18 September 2020

Dear Prospective Parents,

I would like to take this opportunity to inform you that, on 17 October, Makuhari International School will be holding an Information Session in the MIS Gymnasium from 10:00am to 12:00pm. This Information Session will be for families of children interested in applying for admission to our Kindergarten or Elementary School for the 2021-2022 school year beginning in April 2021.

**Date:** 17 October (Saturday)

**Times:** 10:00am – 12:00pm

**Application Closes:** 2 October (Friday)

**Venue:** Makuhari International School Gymnasium *Please see the school website “About Our School” → “Location” page for directions to get to the school.*

There will be a general presentation about the school which includes specific information about how the school operates. There will also be an opportunity for you to ask questions. Administrative staff will also be available to answer questions regarding admissions procedures and further matters.

Due to COVID-19 prevention, we will limit the number of people from each family. Only two people from each family can attend the Information Session. Also, please make sure to follow the directions below:

1. Please do not come to the Information Session if you have any symptoms of COVID-19. Please call the school office (043-296-0277) if you cannot come to the session.
2. Please wear a mask at all times. You may not come onto the school campus without a mask.
3. We will take all people’s temperature at the front gate upon entry. If you have a fever of 37.5 C or more, you will not be permitted on campus.
4. Participants will sanitize hands upon entry.
5. Please observe social distancing rules by maintaining a minimum of 1 meter between you

and non-family members.

At this meeting, we would request that if children do attend, they are supervised by parents quietly at all times in the Gymnasium. Teachers will **not** be available to supervise children.

The office staff would be very grateful if you could let them know once you have decided to attend by sending the attached '[Application Form for the Information Session](#)' by fax (043-296-0186) to the office or by email to [h.takeshita@mis.ed.jp](mailto:h.takeshita@mis.ed.jp) by Friday 2 October.

Please note for those people attending the Information Session, enrollment documents will not be posted in advance, but will be given to you on 17 October. If you are unable to attend the Information Session, but would like to have the enrollment documents sent by post, please send the attached '[Request for Enrollment Documents Form for April 2021](#)' by fax (043-296-0186) or by email ([h.takeshita@mis.ed.jp](mailto:h.takeshita@mis.ed.jp)). Both of these forms are available on our website.

We ask that you do not park in the school parking lot as we do not have enough parking space available. The nearest public parking space from the school is the nearby AEON Style Makuhari Bay Park. It is within walking distance and takes less than 10 minutes by the foot to the school. We appreciate your understanding in this matter.

Best Regards,

Trent Citrano  
Head of School