



HORIZON JAPAN INTERNATIONAL SCHOOL

# SUMMER SCHOOL

## Handbook 2025



ADVENTURE, LAUGHTER, AND LEARNING – WE SOAR!

1-24 ONOCHO, KANAGAWA WARD, YOKOHAMA,  
KANAGAWA 221-0055



# General Information

## Welcome to our Summer School 2025!

This summer, students will embark on an exciting journey filled with adventure, fun, and learning. Our Summer School 2025 program offers a wide range of activities, from robotics and coding to arts and sports, providing students from EYP to Grade 10 with endless opportunities to explore new interests and develop essential skills. We are dedicated to fostering creativity, critical thinking, and teamwork, helping students thrive in a supportive and inspiring environment. Join us for a summer of discovery, growth, and unforgettable experiences!

## Dates

**Session 1:** June 23 - June 27

**Session 2:** June 30 - July 4

**Session 3:** July 7 - July 11

## Summer School Program Hours and Location

9:30 am - 2:45 pm

Horizon Japan International School

1-24 Onocho, Kanagawa Ward, Yokohama, Kanagawa 221-0055

## Contact Information

For Summer School Inquiries: [summerschool@horizon.ac.jp](mailto:summerschool@horizon.ac.jp)

For School Bus & School Lunch (Cezars Kitchen) inquiries: [hjis@horizon.ac.jp](mailto:hjis@horizon.ac.jp)



# General Information

## Classes

Each class requires a minimum of 8 students and can accommodate up to 20 students.

### Young Hawks Summer Camp ([for HJIS and & non-HJIS students](#))

Young Hawks EYP

Young Hawks Kinder - Grade 1

Young Hawks Grades 2-3

Young Hawks Grades 4-5

### Soaring Hawks Summer Camp ([for HJIS and non-HJIS students](#))

Soaring Hawks Grades 6-8

Soaring Hawks SAT Prep (Grades 9-10)

## Requirements for Non-HJIS Students:

- Applicants must meet one of the following criteria: currently attending an international school, a full-time English school, or demonstrating an adequate level of English proficiency.
- A reference letter from one of your child's current teachers is required. Please make sure the letter is submitted to us within one week of your application date.

## EYP Requirements:

- Students must be at least 3 years old and fully potty-trained.

## Payment and Tuition

75,000 JPY/**Week** for HJIS Students

85,000 JPY/**Week** for non-HJIS Students

- After you submit the summer school registration form, you will receive a separate email confirming your child's participation. Once confirmed, our finance department will send you the invoice for payment.

## Cancellation Policy

- All payments are 100% refundable if cancellation occurs on or prior to May 30, 2025, 16:00.
- 50% refundable if on or prior to June 9, 2025, 16:00.
- Non-refundable after June 9, 2025, 16:00.
- Any cancellations made by HJIS are 100% refundable except for force majeure.
- No refunds for any days of absence including absences due to sickness.



# General Information

## Drop off and pick up at school

**Drop off time:** 9:15 - 9:30

**EYP-Grade 1** at the 1st floor entrance , **Grade 2 & up** at the 2nd floor entrance

**Pick up time:** 14:45 - 15:00

**EYP-Grade 1** at the 1st floor entrance , **Grade 2 & up** at the 2nd floor entrance

## Absence/ Late Arrival/ Early Pick up

Please ensure that any changes to your child's summer school schedule are communicated to the school office in advance via email at [summerschool@horizon.ac.jp](mailto:summerschool@horizon.ac.jp) or by phone at 045-624-8717

## School Bus Service

The school will reach out to summer school families who requested bus service with detailed information, including the schedule and stop locations.

## School Lunch

Cezar's Kitchen school lunch delivery service will be available during summer school offering a variety of nutritious meals. Vegetarian options are available, and they also accommodate children with food allergies to ensure a safe and enjoyable meal experience for all students. A link to the Cezars Kitchen's website will be shared with the summer school families before summer school starts. Payment can be made via bank transfer or credit card.



# General Information

## Dress Code

Students are encouraged to wear casual, comfortable clothing suitable for the weather and activities. School uniforms are not required for this program.

## Items to bring

### For all students:

**Please be sure to label all items brought to summer school with your child's name.**

- A change of clothes (For Sports & Athletics Program Days)
- General school supplies for classes (notebook, pencil case, color pencils & markers, scissors, glue sticks)
- Sketchbook for Kinder students
- Device (MacBook or iPad)
- Sunscreen, hat, light jacket
- Umbrella (in case of rain)
- Water bottle
- Indoor shoes (EYP - Kinder)
- Outdoor shoes (for Pre-School and Pre-K classes)
- Buggy spray
- Snack
- Lunch & eating utensils
- Emergency hood
  - PreSchool - Grade 5
  - Emergency hoods will be kept at school during the program
- Swimming Items: swimwear, towel, goggles, swim cap

### For EYP Students:

Please pack a set of extra clothes (t-shirt, pants, underwear, socks) in a labeled ziplock bag. Please be sure to label all items brought to summer school with your child's name.



# General Information

## Weekly Newsletter

Every Friday, the school will send a weekly newsletter to summer school families via email, featuring learning updates and important reminders.

## Water Play/Swimming (TBD)

All summer school students from Kinder to Grade 5 will take part in a weekly water play session. Participation is expected unless there is a valid reason (e.g., a medical condition). If your child is feeling unwell on the day of the session, please notify the school office.

## Items to bring

- Swimwear
- Swim cap
- Swimming goggles
- Towels
- Plastic bag for wet items

## Field Trips

Field trips are scheduled every Friday, and detailed information will be provided to summer school families at a later date. The cost of field trips is included in the summer school fees. We ask that all parents provide consent, which will be included in the registration form.





# Daily Schedule

<b>9:15 - 9:30</b>	<b>Arrival</b>
<b>9:30 - 9:40</b>	<b>Circle Time / Morning Meeting</b>
<b>9:40 - 10:25</b>	<b>Period 1</b>
<b>10:25 - 10:45</b>	<b>Snack Recess</b>
<b>10:45 - 11:30</b>	<b>Period 2</b>
<b>11:30 - 12:15</b>	<b>Period 3</b>
<b>12:15 - 13:15</b>	<b>Lunch</b>
<b>13:15 - 14:00</b>	<b>Period 4</b>
<b>14:00 - 14:45</b>	<b>Period 5</b>
<b>14:45 - 15:00</b>	<b>Dismissal</b>



# Health and Safety

## Food Restrictions

We understand that some students may have food restrictions due to allergies or personal beliefs. HJIS will make every effort to accommodate these needs by helping children avoid any foods listed on the Allergy/Dietary Restrictions section of the registration form. Parents are also responsible for discussing these food restrictions with their children to ensure they understand what they can and cannot eat.

Additionally, we enforce a strict no-food-sharing policy during lunch and snack times. We kindly ask that parents do not send in food intended to be shared with classmates. If HJIS conducts any cooking classes or plan to share treats with the children, we will carefully check for any allergies or food restrictions beforehand to ensure everyone's safety.

## Personal Items

Students are not permitted to bring personal belongings (such as sports equipment, toys, games, trading cards, etc.) to school unless explicitly requested or allowed by their teachers. Unauthorized items will be confiscated and returned to the student at the end of the day for them to take home. If such items are brought repeatedly, parents will be notified, and the item will be kept in the school office until it can be returned to the parent.

The school is not responsible for any personal items that are lost, stolen, or damaged. Students should not bring large amounts of money or any valuable items to school. Parents are responsible for monitoring what their children bring to school.





# Health and Safety

## Health and Medications

Regular attendance is expected; however, if a student is unwell, they should stay home. Please do not send your child to school if they have any of the following:

- Fever (100°F /37°C or more )
- Vomiting
- Diarrhea
- Contagious Sickness
- Skin Rash
- Strep Throat
- Persistent Cough

If any of these symptoms occur while your child is at school, you will be contacted immediately to pick up your child. Our school has a full-time nurse who can provide minor first aid and temporarily supervise students awaiting pickup due to illness. However, we do not have the facilities or staff to care for sick children throughout the day.

In the event of an emergency during school hours, we will contact the parent/guardian listed on the Emergency Contact section of the registration form. If we are unable to reach a parent or guardian, the student will be taken to the nearest medical facility for treatment.

To ensure your child receives medical care under your health insurance, please submit a copy of your child's health insurance certificate to the school. We will make every effort to contact you as soon as possible. Please remember to keep your Emergency Contact information up to date.

## Medications

Students are not allowed to bring any non-prescribed medication to school. All medications need to be prescribed by a doctor, and parents/guardians must bring the medication to the school Nurse and sign a Medication Release form signed by a doctor and a parent/guardian. Each medication must have a separate Medication Release form. Absolutely no medication will be administered to any student by school personnel without the doctor's signature on the form.



# Emergency Procedures

## Emergency Procedures

### Fire

In the event of a fire, an alarm is sounded for everyone to evacuate the building. There is a specific route designated from each classroom to an outside evacuation point (behind the school). Students line up in class groups; teachers take attendance. Students return to their classroom when directed to do so by administration. Smoke detectors, fire extinguishers and alarms are located throughout the building. In case of an actual fire, students would evacuate the building, the fire department personnel would respond to the situation. An assessment would be made of the damage and the administration would decide if the students would be dismissed from school.

### Earthquake/Tsunami

A major earthquake of “disaster” magnitude would, in all likelihood, lead to extensive damage to building structures, to gas and electricity shutdowns, and to a non-functioning telephone system. Major highways and modes of transportation (e.g. trains) might be unusable for many weeks while the minor roads would be very congested and perhaps impassable also. Please visit our school website for our complete disaster plan, as a basic review:

#### School Procedures During and After Earthquakes

- DUCK AND COVER until ordered to evacuate to the rooftop (to ready for a possible tsunami). Obey office and/or teacher’s orders to evacuate.
- Teacher or designated student picks up class “emergency kit” and evacuates with class.
- Children line up in designated emergency areas.
- Teacher checks that all children are accounted for, administers first aid, and awaits administrative direction.
- Buildings are checked to see that all people are safe and evacuated and that there are no obvious gas or electrical malfunctions.

#### After Shock Alert and Student Dismissal Procedures

- After minor earthquakes, administrators and custodial staff assess damage/building safety. When the school is deemed safe, classes will resume.
- After a major earthquake, students remain in the evacuation area and await dismissal.
- STUDENTS WILL BE RELEASED ONLY TO ADULTS LISTED ON THEIR EMERGENCY CARD.
- Walk or bike to pick up your child from school. NO CARS if possible. Streets, especially near the school, have to be kept clear of emergency vehicles.
- Children not picked up will be cared for by school personnel on the school grounds or at a safe environment which will be posted.



# Program Details

Our Summer School Program offers engaging and interactive learning experiences tailored to different age groups.

## Young Hawks Summer Camp



- **Early Years Program - Reggio-Inspired Play**

Our Summer School Program for EYP students follows a Reggio-Inspired Play Theme, which encourages young learners to explore, create, and discover through hands-on, play-based experiences. Rooted in the Reggio Emilia philosophy, this approach views children as capable, curious, and active participants in their learning journey.

- **Kindergarten & Grade 1**

Our Summer School Program for Kindergarten to Grade 1 is designed to be a fun and engaging experience, blending creativity, movement, and light academic enrichment. Through interactive games, hands-on activities, and exciting weekly adventures, children will develop social skills, explore new interests, and enjoy a summer full of learning through play.

This program focuses on play-based learning, helping young children develop essential early skills in a fun and relaxed environment.

- Literacy Fun
- Fun with Arts & Crafts
- Drama
- Math Magic
- Ballet / Aikido
- Move & Groove
- Field Trip Fridays
- Waterplay/Swimming (TBD)



# Program Details

## • **Grade 2 & Grade 3**

At this level, students continue to develop foundational academic skills while engaging in fun, hands-on experiences that encourage creativity, movement, and active learning. Through a blend of interactive activities, exploration, and play, children will stay engaged and excited about learning all summer long.

- Literacy Fun
- Fun with Arts & Crafts
- Drama
- Math Magic
- Ballet / Aikido
- Yoga
- Jungle Gym
- Field Trip Fridays
- Waterplay/Swimming (TBD)

## • **Grade 4 & Grade 5**

The Grades 4–5 Summer School Program is designed to keep students engaged, active, and learning through fun, hands-on experiences. With a dynamic mix of creative activities, physical movement, and light academic enrichment, students will develop new skills, explore their interests, and enjoy a summer full of exciting opportunities.

- Literacy Fun
- Math and Logic Games
- Arts and Crafts
- Coding
- Aikido
- Sports Academy
- Field Trip Fridays
- Waterplay/Swimming (TBD)



# Program Details

## Soaring Hawks Summer Camp

- **Grades 6 - 8**

The Grades 6-8 Summer School Program offers a dynamic and engaging experience that blends hands-on learning, creativity, and physical activity. Designed to keep students curious, active, and inspired, this program provides opportunities to sharpen critical thinking skills, explore technology, and stay physically active in a fun and supportive environment.

- Math & Logic Games
- Robotics & Coding
- Sports Academy
- Aikido
- Arts
- Field Trip Fridays

- **Grades 9 - 10**

The Grades 9-10 Summer School Program is designed to provide students with a productive and engaging summer experience, balancing academic preparation, physical activity, and exploration. This program helps students strengthen key skills, stay active, and enjoy meaningful experiences outside the classroom.

- SAT Preparation
- Sports Academy
- Field Trip Fridays