



**WASHINGTON
TOWNSHIP**
SCHOOL DISTRICT

BRASS CASTLE SCHOOL
16 Castle Street
Washington, NJ 07882
908.689.1188
Jessica L. Garcia, PRINCIPAL

**DISTRICT CENTRAL OFFICE
OLD SCHOOLHOUSE**
One East Front Street
Washington, NJ 07882
908.689.1119
Keith T. Neuhs, SUPERINTENDENT

PORT COLDEN SCHOOL
30 Port Colden Road
Washington, NJ 07882
908.689.0681
Jessica K. McDonagh, PRINCIPAL

March 2025

Dear 2025-2026 Kindergarten Parents/Guardians,

The Washington Township Board of Education offers a **FULL-DAY Kindergarten** program for Washington Township children scheduled to enter our school as Kindergartners in September 2025. Children must have their **fifth birthday on or before October 1, 2025** to be eligible for registration.

Registration: Please be sure to complete both parts detailed below for registration.

Part 1: Online Parent Registration Portal - <https://www.oncourseconnect.com/registration/12422> or scan the following QR Code. The online registration must be completed no later than Friday, March 28th.



Part 2: Schedule an appointment to continue the registration process for your child entering Kindergarten for the 2025-2026 school year. This will be an in-person event. Appointments must be made in advance. Walk-ins will not be accepted.



Thursday, April 3, 2025

9:20am – 11:00am

Thursday, April 3, 2025

12:00pm – 2:00pm (School Physician available until 1:40pm)

Thursday, April 3, 2025

4:00pm – 6:00pm (School Physical available until 5:40pm)

Appointments: Please call **908-689-1188 ext. 3600** to schedule your appointment with Mrs. Rhinehart, Confidential Secretary to the Principal. Appointment times will be provided on a first come first serve basis. Be sure to reserve your preferred time slot as soon as possible.

Kindergarten Screenings: Short screenings will be done for your child during the scheduled registration time. Please be sure to arrive on time for your appointment. If you are unable to make your appointed time, please call the main office.

Age Requirement: You must provide your child's **original birth certificate** at registration. Again, children must have their fifth birthday on or before October 1, 2025, to be eligible for the 2025-26 Kindergarten program.

Proof of Residency: During your scheduled appointment, you **must** provide proof of residency in Washington Township. Examples of accepted documents include signed rental/lease mortgage agreement, mortgage statement, bank statement, and utility bill. Your child is not considered a registered student until all documents have been provided.

Medical Requirements:

A. Your child must have a physical completed prior to the start of the school year. That physical must have been done within 365 days prior to the first day of school. *If you have a current physical for your child, please bring a copy with you.* The school physician, Dr. Charles Evans, may be available to examine your child at no cost to you. Please let us know if you would like to have Dr. Evans examine your child when you call to make your appointment. Priority to visit the school doctor will be given to those who requested the doctor during the registration appointment call. Your child's clothing should be easily adjustable to facilitate this exam, if needed. If you wish, you may have your child seen by your family physician at your expense.

B. Please submit a current copy of your child's immunization record no later than March 28, 2025. If needed, updated immunization records must be submitted to our school nurse prior to the first day of school.

C. We also require proof of a dental (oral) examination before your child begins the school year.

Additional registration information is enclosed. Please complete the online registration in full and bring the necessary documents during your scheduled registration time. Completed forms will assist in a smooth and efficient registration process. Note: The online registration information must be completed no later than March 28, 2025. You will not be able to complete the in-person registration process without this.

All school rules and guidelines must be followed throughout the registration process. If you have questions concerning registration, please call our main office at 908-689-1188 ext. 3600. If you have questions about medical requirements, please contact the school nurse at 908-689-1188 ext. 3607.

We are looking forward to meeting you and your child soon!

Sincerely,

Dr. Jessica L. Garcia
Brass Castle Principal
Child Study Team & Preschool Director