

Warren Township Preschool Handbook

2023-2024 School Year



Educating the Whole Child

*Healthy * Safe * Engaged * Supported * Challenged*

Mt. Horeb School
80 Mount Horeb Road
Warren, New Jersey 07059
908-753-5300 Option 4

Central School
109 Mount Bethel Road
Warren, New Jersey 07059
908-753-5300 Option 2

This handbook contains preschool-specific information. For more detailed building-based information, please refer to the Mt. Horeb or Central School handbook.

Warren Township Schools

PRESCHOOL CLASSES

The Warren Township Schools offer an Integrated Preschool Program for a limited number of tuition students who will be 3 or 4 years of age by October 1st. The tuition based program is open to all eligible Warren students on a lottery basis.

Our preschool program follows The Creative Curriculum® for Preschool, Sixth Edition which identifies the knowledge, skills, and concepts important for preschool children that are enhanced through “investigations” or a studies approach within the preschool day. This approach allows for deep, first hand exploration of topics that interest children. Investigations allow children to explore science and social studies topics while developing skills in language and literacy, math, technology and the arts, as well as applying acquired skills in a meaningful real life context. The Creative Curriculum teaching objectives are aligned with the New Jersey Preschool Teaching and Learning Standards, allowing 3 and 4 year old students to learn and grow together in all classes, while working toward their own developmentally appropriate learning objectives.

The preschool classes are located at both Mount Horeb School and Central School and offer each child a quality early childhood education where preschoolers with special needs learn together with typically developing preschoolers in a caring and enriching environment. Each class is instructed by a NJ certified preschool teacher with the assistance of classroom paraprofessionals. The expertise of a speech and language specialist, occupational therapist, and physical therapist provide services within our program as appropriate, as well as consultation to our teachers and staff.

Sample Daily Schedule

9:10-9:40	Arrival, Sign-in, Fine Motor activities
9:40-10:00	Large Group
10:00-10:50	Centers/Small Groups
10:50-11:20	Gross Motor
11:20-11:35	Story
11:35-12:20	Centers/Small Groups
12:20-1:40	Lunch/Rest
1:40-2:10	Gross Motor
2:10-2:45	Centers/Small Groups
2:45-3:05	Large Group
3:05-3:10	Dismissal

General Information for enrollment in Warren Township Preschool

- Age 3 or 4 by October 1st
- Proof of residency
- All immunizations must be up to date
- For students in the tuition-based program
 - Non-refundable deposit is due at time of enrollment
 - Students must be toilet trained by the start of the school year

2023 - 2024 Tuition

Tuition is paid in two installments:

- First half of year payment is due by August 15, 2023
 - Full day \$4250
- Second half of year payment due by January 15, 2023
 - Full day \$3400

Payment Options

Tuition payments can be submitted electronically or by check.

All checks should be made **payable to Warren Township Schools** and submitted to the Department of Special Services, 213 Mount Horeb Road, Warren NJ 07059.

We have implemented PaySchools Central, an online payment platform, to help make managing tuition payments easier for our students' families. Instructions for how to register will be included in the Genesis online registration.

PLEASE NOTE: It is highly recommended to use ACH / e-check in order to avoid the 4% credit card / debit card fee.

2024-2025 Open House and Lottery

The preschool will host an open house in early winter for interested families wanting to learn more about our program. Applications for the 2024-2025 school year will be made available on the Warren Township Schools website. *A student presently enrolled in Warren Township Preschool as a 3-year old will be given preference for enrollment as a returning student the following school year.*

Acceptance into the program is determined by a lottery. In order to be eligible, proof of residency and a copy of the child's birth certificate must be submitted together with the completed application. A waitlist will be maintained after the lottery drawing. For questions please contact (908) 753-5300 ext. 5704.

2023-2024 Policies and Procedures

Attendance Policy

We build upon our students' strengths and success through their presence and participation. Preschool students are encouraged to attend our program when in session, for the duration of the session. For tuition-based students who are absent for a duration of time, no tuition will be refunded or prorated.

Arrival/Dismissal Procedures

During arrival and dismissal, parents will be directed to the appropriate lane and asked to remain in their vehicles. A staff member will escort your child to and from the school.

In the case of more than 3 late pick ups or drop offs, whether consecutive or not, a meeting will be held with the parent and the principal to determine next steps or dismissal from the program for tuition-based students.

Please refer to Policy 5230, Tardiness on our [district website](#).

Students who are to be dismissed in a manner other than their usual procedure are required to bring a note from their parent/guardian in advance of the change for each instance a dismissal change takes place. These notes are to be sent to the office so that office personnel may record the child's name.

Bus Information

Busing is not included in the cost of tuition, but available upon request and as space permits. In order for tuition-paying students to secure a seat on the bus, confirmation is required at the time of registration accompanied by a non-refundable deposit.

School bus transportation is available within the Warren Township borders. A bus aide will be present on all preschool buses. A parent/guardian will need to escort their child(ren) to the bus doors. The bus aide will assist your child on sitting and buckling/unbuckling their 5 point harness seat belt. A parent/guardian must be present at the bus doors to receive the child at the return of the child to their home.

Backpacks

Please send in a backpack daily with your child. It should be large enough to store a letter-sized folder. We may send home used clothing items, as well as papers throughout the school year. The backpack will be stored in your child's cubby.

Classroom Supplies

On the first day of school, please send in a box of tissues for your child. They will be used on an individual basis only by your child, and will be stored in their cubby when not in use.

Donations are also welcome for the following items:

- Crayola Crayons
- Crayola Markers
- Elmer's Glue Sticks

Extra Sets of Clothing

Please send in an extra change of clothes for your child (including underwear, socks, and shoes) labeled in a large zip locked bag. Each child's change of clothing will be kept in a zip locked bag when not in use in your child's cubby. These items will be collected during the walk-through or you may choose to send them with your child on the first day of school. Your child's teacher will contact you when a new change of clothes needs replenishment.

Lunch

Warren Township Schools is excited to announce the selection of its school lunch vendor for the coming school year. Mister's Food Service was recently approved by the Board. The district will send an additional update when orders can be accepted.

As an alternative, families of students may choose to pack a bagged lunch. Should your child be in the classroom with a student who has a severe food allergy, the school nurse will send home more information regarding any restricted food items.

Rest Time

Please send in a blanket for your child to use during rest time. Students are not required to nap, but will have the opportunity to do so in the afternoon. Those who no longer need a nap time may choose to lay down on their cot or participate in quiet activities (puzzles, books, etc.)

Alphabest Extended Day Program

AlphaBEST is the district's extended day before and after school provider for students in Preschool through grade 5. To learn more about the program, hours of operation, location, and rates please visit <https://www.alphabest.org/warrennj/>.

Please note that Alphabest is a third-party provider and not run by Warren Township Schools or affiliated with the preschool. All questions regarding the program should be directed to a representative at njcustomerservice@alphabest.org or (973) 739-4511.

Common Questions about Eligibility for Special Education and Related Services for Preschool Students (3-5 years old)

1. How is my child's eligibility for special education and related services determined?

If a child is suspected of having an educational disability and was referred for an evaluation, a meeting is held with the parents to determine if an evaluation is warranted. The Child Study Team may consist of a social worker, speech-language specialist, school psychologist, learning consultant, and occupational therapist as appropriate. According to NJAC 6A:14, a preschool child with a disability is experiencing developmental delay, as measured by appropriate diagnostic instruments and procedures, in one or more areas and requires special education and related services. If the child is evaluated and determined to be Eligible for Special Education and Related Services an Individual Education Plan (IEP) is developed with recommended program and related services.

If you suspect your child has a disability, the first step is to contact the Warren Township School, Department of Special Services (908-753-5300, ext. 5705) to request further information.

2. What services are available in Preschool for my child with a disability?

Each section of the Warren Township Preschool Program includes an integrated preschool special education component. Our program is designed to educate children between the ages of 3-5 years who exhibit a disability or severe developmental delay in one or more of the following areas: gross motor, fine motor, vision, hearing, intellectual abilities, communication, social and emotional, and adaptive behaviors. This is determined as a result of a Child Study Team evaluation and programmatic recommendation. A continuum of special education services is available for preschool students with disabilities.

3. How are related services provided in preschool (Occupational Therapy, Speech Therapy, Physical Therapy)?

During the initial IEP team meeting, all participants review the individual needs of each child to determine placement and appropriate related service(s). If related services are determined necessary, services may be integrated and provided within the preschool classroom. At times, it may be necessary for specific skills to be targeted in a setting outside of the classroom, based upon the service recommendations determined by the IEP team.

4. How are parents involved?

Parental involvement is an integral part of our students' success. We encourage a collaborative partnership between home and school to support your child's skill development across learning environments. We also offer parent information sessions to keep parents abreast of their child's continuing education and development. Communication with parents may be facilitated through a variety of means, such as meetings, individual conferences, progress reports, or newsletter.

5. Who do I contact if I suspect my child under the age of 3 has a disability?

For children with special needs under age 3, (birth to 3 years old) parents are encouraged to contact 888-653-4463. You will be assisted with the process for evaluation and services provided by the NJ Department of Health Early Intervention System.

Link to [NJ Early Intervention Services](#)

For more information, please contact:

Molly Lange
Director of Special Services
mlange@warrentboe.org
213 Mount Horeb Road
Warren, New Jersey 07059

Melissa Smolenski
Supervisor of Special Education
msmolenski@warrentboe.org
109 Mount Bethel Rd.
Warren, New Jersey 07059

Sara Callahan
School Social Worker
scallahan@warrentboe.org
80 Mount Horeb Road
Warren, New Jersey 07059