

**PARK RIDGE SCHOOLS  
EAST BROOK ELEMENTARY SCHOOL  
167 Sibbald Drive  
Park Ridge, NJ 07656  
201-573-6000 ext. 2000**

March 2025

Dear Parents of Incoming Kindergarten Students:

We welcome you and your child to East Brook!

We are excited to begin the registration process for incoming Kindergarten children for the 2025-2026 school year. As you may know, we have a full day Kindergarten program in Park Ridge. There are several dates and procedures you need to be aware of to facilitate the registration process. It will also help make your child's visitation later in the spring productive and enjoyable.

**PARENT ORIENTATION PROGRAM ~ Thursday, March 6, 2025 @ 6:00 PM**

Our Parent Orientation program will be held in the Media Center. Mrs. McKenna and Mrs. Twomey will present valuable information to parents concerning our Kindergarten program. I will be attending the orientation, as will other resource personnel who will outline some of the services available to your child at East Brook. We urge you to attend this important meeting for parents. The information presented and an overview of the program will assist you in making your child's transition to kindergarten a positive experience (this orientation is for parents only).

**KINDERGARTEN REGISTRATION**

Registration is scheduled for the week of **March 10 through March 13<sup>th</sup>** between the hours of **9:30 AM to 2:30 PM and on March 14<sup>th</sup> between the hours of 9:30 and 12:30.** Your visit will be strictly for the purpose of returning completed paperwork. There will be no classroom visitation, therefore your child does not need to be present.

**Kindergarten registration will be done online. Please log on to:**

<https://www.parkridgeschools.org/district1/kindergarten-registration>

The portal will open Friday, March 7, 2025. Along with completion of online registration, you must present hard copies of the following information when you come in to register:

**A. Proof of residency**

**Owner/Landlord Affidavit Form**

- a. *Homeowner - complete the Owner Information (top portion only)*
  - i. *Tax Bill/Statement of Deed, Current PSE&G & Utility Bill from the town of Park Ridge.*
- b. *Rent/Leasing - complete the form (see package for additional information)*
  - i. *Current lease agreement*
  - ii. *Notarized Owner/Landlord Affidavit*
  - iii. *Current PSE&G and Utility Bill from the town of Park Ridge*

- B. **Proof of age: Birth Certificate.** Your child must be five years of age on or before October 1, 2025, to be eligible for September 2025 Kindergarten class. *Please bring the original Birth Certificate along with a copy for our records.*
- C. If applicable, appropriate Family Court/Legal Documentation (We understand these are sensitive documents, but we need them to process your child's registration. This applies to custody agreements or any other legal matters that the Park Ridge Schools should be aware of.
- D. Completed medical immunization and dental forms. The state law requires that a record of immunization be kept on file in each school; records must include indications that your child has **COMPLETED** his/her series of the Hepatitis B vaccine, also that oral polio and DPT immunization were given on or after the child's fourth birthday. **No child may enter in September until ALL immunizations are complete as per state law.** All immunization records are a part of your child's permanent record.
- E. Completed copy of the Home Language Survey

There are many factors that go into determining the best combinations for next year's classes. We strive to maintain a male/female ratio, have a similar class size for both classes and a range of ages as birth dates vary. Our goal is to provide the best educational experience we can for all the children. You will also receive information regarding Kindergarten Screening. Each child will have an appointment for screening the week of June 23<sup>rd</sup>.

We invite all Kindergarten children and parents to an Ice Cream Social sponsored by the East Brook PTO on **August 28<sup>th</sup>, at 2:00 PM.** We ask that you bring your child's school supplies with you on that day to save carrying them on the first day of school.

Please feel free to contact me if you require further information concerning the Parent Orientation, Kindergarten Registration, and Kindergarten Screening. We are excited to meet your young child and to help make this transition into Kindergarten a wonderful first school experience!

Sincerely,

Kevin Stokes  
Principal

**Also included:**

Information Guide from Nurse Mule  
PTO Membership Information  
EXTRAS (before and after care program)  
REMIND App for Important updates

**Special Program & Student Services**

For IEP/Child Study Team related information  
Administrative Assistant for Special Services – 201-573-6000 ext. 1301