

# Riverside Township School District

112 E. Washington Street  
Riverside, New Jersey 08075-3816  
Phone 856-461-1255

## **Preschool Lottery Application & Enrollment Information**

**Dear Parents/Guardians,**

We are excited to announce that our preschool program will transition from a half-day to a full-day schedule for the upcoming academic year. This change will give our students more learning opportunities, structured activities, and enriched experiences to support their growth and development.

Full Day:

8:00 am - 2:23 pm

Early Dismissal Days:

8:00 am - 12:20 pm

The preschool program is open to 3 and 4-year-olds, but due to limited available spots in our program, enrollment will be determined through a fair and transparent lottery system.

### **Lottery Details:**

- **Application Period:** Monday, March 10, 2025 - Monday, April 7, 2025 (must be received no later than 9:00 am on April 7, 2025)
- **Lottery Drawing Date:** Wednesday, April 30, 2025 - 9:00 am  
All are welcome - BOE entrance - Room 307
- **Eligibility:** Children must be 3 years old by October 1, 2025 **OR**  
Children must be 4 years old by October 1, 2025

To participate in the lottery, please complete and submit the attached application form **by Monday, April 7, 2025 (must be received no later than 9:00 am)**. Applications received after this date and time **will not** be included in the lottery. Once your application has been received, an email will be sent to you. The email will include detailed information on how to begin the online portion of the registration process.

It is strongly suggested that the required documents be uploaded through the online registration, HOWEVER, there will be specific dates and times available for dropoff. You will need to submit the following required documents before **officially** being included in the lottery:

- Proof of residency of Riverside resident (Lease, Mortgage, Deed)
- 2 CURRENT bills (Electric, Water, Cable, etc.)
- Child's birth certificate
- Parent/Guardian Identification
- Immunization records
- If applicable, any legal or custody paperwork

### **Available Document Dropoffs:**

- **Date:** Tuesday, April 8, 2025 from 1:00 pm - 3:30 pm **OR**  
Thursday, April 10, 2025 from 3:00 pm - 5:00 pm
- **Location:** 112 E. Washington Street, Riverside - Board of Education entrance located in the rear of the building (Grant Street) - Room 307

Please ensure that all documents are complete and accurate. If you cannot attend on the scheduled dates, kindly contact our office in advance to arrange an alternate dropoff time.

For more information or assistance, please contact Erika Johnson, Central Registrar (contact information below). We appreciate your interest in our preschool program and look forward to welcoming new families to our learning community!

Sincerely,

Scott Shumway  
Principal, Elementary School  
856-461-1255 x1128

Erika Johnson, Central Registrar  
856-461-1255 x1196  
[ejohnson@riverside.k12.nj.us](mailto:ejohnson@riverside.k12.nj.us)

### **Interpreters**

Madeline Salgado, Spanish  
856-461-1255 x1156  
[msalgado@riverside.k12.nj.us](mailto:msalgado@riverside.k12.nj.us)

Raquel Canedo, Portuguese  
856-461-1255 x1106  
[rcanedo@riverside.k12.nj.us](mailto:rcanedo@riverside.k12.nj.us)

# Riverside Township School District

112 E. Washington Street  
Riverside, New Jersey 08075-3816



English



Spanish



Portuguese

## **2025-2026 School Year**

### **Preschool Program Interest Form**

**(must be completed in order to begin the lottery registration process)**

Thank you for your interest in our preschool program! Please fill out the information below and return by Monday, April 7, 2025 (no later than 9:00 am on April 7, 2025). You may also scan the QR code above. Once received and processed, an email will be sent to the parent/guardian with detailed information on how to begin the online portion of the registration process.

Once completed:

Email to: [ejohnson@riverside.k12.nj.us](mailto:ejohnson@riverside.k12.nj.us) or drop it off in the box in the foyer of the Elementary School.

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#### **1. Preschool Program - Combined 3 & 4 year olds - check the box that applies to your child:**

- ☐ 3 years old (Birthday between Oct. 2, 2021 - Oct. 1, 2022)
- ☐ 4 years old (Birthday between Oct. 2, 2020 - Oct. 1, 2021)

#### **2. Parent/Guardian Information**

- Full Name: \_\_\_\_\_
  - Relationship to Child: \_\_\_\_\_
  - Email Address: \_\_\_\_\_
  - Phone Number: \_\_\_\_\_
  - Address: \_\_\_\_\_
- 

#### **3. Child's Information**

- Child's Full Name: \_\_\_\_\_
  - Date of Birth: \_\_\_\_\_
  - Age as of October 1, 2025: \_\_\_\_\_
  - Gender: ☐ Male ☐ Female ☐ Other: \_\_\_\_\_
  - Any special needs or concerns? (Please describe):  
\_\_\_\_\_
- 

Questions??????

Erika Johnson, Central Registrar

856-461-1255 x1196

[ejohnson@riverside.k12.nj.us](mailto:ejohnson@riverside.k12.nj.us)

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