



Watchung Cooperative Preschool
24 N Fullerton Road, Montclair, NJ 07042
973-783-4535
www.watchungco-op.org

ORIENTATION KEY POINTS

Orientation Night can be overwhelming with all of the information that you are taking in. Some important key points from the night are:

General Information: School doors open at 8:50am and close at 2:50pm. The Director, Christi Porter, can be found at the school daily between 9:30am-12:30pm. If you need to reach her outside of office hours, her email address is director@watchungco-op.org or you can leave her a message at the school 973-783-4535.

Creative Daily Schedule: School starts at 9am. Creative is over at 12pm or lunch can be added, for an additional fee, which ends at 12:30pm. Drop-off for Creative is in the classroom in the morning. Pick up is in the office, where students will be released to authorized parents/caretakers. Creative has a teacher (Ms. Marianne), aide and a co-op parent daily.

DPK AM Daily Schedule: School starts at 9am for both Creative and DPK. Creative is over at 12pm or lunch can be added which ends at 12:30pm. DPK AM ends at 12:30pm, which includes lunch. Drop-off for DPK AM is on the playground in the back in the morning, unless advised by the teacher due to weather concerns via the Remind app. Pick up is in the office, where students will be released to authorized parents/caretakers. DPK AM has a teacher (Ms. Christi and Ms. Anneliese alternate days), several aides and a co-op parent daily.

DPK PM Daily Schedule: DPK PM begins at 12:00pm through 2:45pm, which includes lunch. Drop-off for DPK PM is in the office. Pick up is in the office, where students will be released to authorized parents/caretakers. DPK PM is a non-co-oping class.

Communication: The teachers generally communicate with parents via the Remind texting service, email or in-person. NOTE: You should receive a text from the Remind app asking you to download the application, if you do not already have it. If you do not receive this, please contact your child's teacher to ensure your contact information is correct.

School-wide Snack Policy: We are a nut-free school. Popcorn is not allowed and any grapes and cherries that are brought in for snack must be pitted and quartered. All fruit must be brought whole and cut in the classroom, unless in a sealed container (like Mott's apple slices). We recommend a fruit/vegetable, crunchy snack (like pretzels, graham crackers, etc) and water. Water and snacks must be purchased and provided in a sealed container. Personally-filled water jugs or open boxes/bags of snacks are not acceptable.

Lunch: Please abide by the no-nut and no popcorn policies and ensure grapes and cherries are pitted and quartered. We try to get the kids to eat independently so try to send containers the children can open.

Parking: Parents are not allowed in the parking lot at any time, including when you are co-oping. The church rents the spaces in the lot and has stickered and towed unknown cars in the past. Please park at the metered or unmetered spots on North Fullerton, Bloomfield or Park Street or the parking deck directly next to our school. Be mindful of families with small babies and offer to walk their children to the appropriate drop-off areas.



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Additional Clothing: Please bring a full change of clothes for your children in a 2 gallon zip lock bag, all the way down to socks and even shoes. You should replace this emergency outfit throughout the year as seasons change and kids grow. Label EVERYTHING!

Outdoor Play: The Watchung Coop prides itself on trying to get the children outside every day. In snow, rain and sun, we will get outside for at least 15 minutes as long as it is safe (no lightning, ice blocking paths, etc). Dress your child seasonally appropriate and bring proper outdoor gear and a change of shoes if necessary. Gloves, snow/rain boots, hats and snow suits are definitely things you will need! Label EVERYTHING!

Enrichment: Watchung Coop is proud to be a Music Together-endorsed school. We have a weekly music program where our music teacher, Ms. Sophia, will work with the kids on the seasonal Music Together curriculum. Materials will be provided to each family as well. Yoga is provided by Ms. Sheri bi-weekly to help the children move, relax and find their inner yogi.

Family Contribution: We ask each family to contribute a roll of paper towels, a container of Lysol wipes, a package of baby wipes and a box of tissues. Please bring them as soon as possible.

Labeling: Label EVERYTHING, including but not limited to extra clothing, coats, outdoor gear, extra footwear, lunchboxes, utensils and water bottles.

Co-op Day: Please arrive at 8:45am to start preparing any fruits/vegetables that need to be cut. Please bring a roll of paper towels, gallon of water and selected snack(s) for the entire class, according to snack policy above. Plan for 7-9 kids for Creative and 18-20 kids for DPK.

Confidentiality: Like Las Vegas, what goes on at the co-op, stays at the co-op. While you are given the opportunity to have access to your child's classroom experiences and friends, we ask, due to confidentiality and the nature of children, do not discuss classroom behaviors or concerns with other parents or caregivers. If you feel that an issue requires addressing, please discuss it with the classroom teacher. Rumors can very quickly spiral out of control and could have been overcome with a simple conversation with the teachers.

Co-op Scheduling: If you do not receive an invitation to sign-up for co-op scheduling via signupgenius.com or signup.com, please contact your class representative. Co-oping is a requirement of the Watchung Co-op or you will be billed to buy-out.

Family Jobs: If you have not selected a family job yet, please contact the Family Jobs Coordinator to find out which jobs are remaining. Family job is a requirement of the Watchung Co-op or you will be billed to buy-out.