

# WAYLAND • PUBLIC • SCHOOLS

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## RESIDENCY GUIDELINES

A student is considered to reside in Wayland if he or she actually sleeps in Wayland in his or her parent/legal guardian's home. These guidelines describe how this can be documented.

Parents or guardians must show proof of residency when initially enrolling their child(ren). Registration can take place within six weeks of the family's move-in date, or sooner upon approval of the Superintendent of Schools. The Wayland Public Schools reserves the right to verify residency at any time during the academic school year. Questions concerning residency may arise on the basis of incomplete, suspicious, or contradictory proofs of address, anonymous tips, mail that is returned to the school, or other grounds.

The following documents will be required as a proof of residency when new students are registered. (Please note that post office boxes will not be accepted.)

### Home Owners:

- Executed Purchase and Sales Agreement with closing date, mortgage statement, or deed.
- Two of the following: utility bills issued within the last 60 days (gas, oil, electric, home telephone, cable), current car insurance statement, Massachusetts car registration or excise tax bill. In the case of families who have not yet moved into the property at the time of registration, these two documents may be supplied within 30 days from the student's entrance date. Should these documents not be provided, students may be required to withdraw from school.

### Renters:

- A formal rental or lease agreement indicating the names of all tenants and the effective dates of the lease. Both the landlord and tenant signatures are required.
- Two of the following: utility bills issued within the last 60 days (gas, oil, electric, home telephone, cable), current car insurance statement, Massachusetts car registration or excise tax bill. In the case of families who have not yet moved into the property at the time of registration, these two documents may be supplied within 30 days from the student's entrance date. Should these documents not be provided, students may be required to withdraw from school.

### Family in Residence with Friends/Family:

- A notarized Property Owner Residency Certification Form.

### In Addition, For Cases of Separation or Divorce:

- A copy of a court issued physical custody agreement. The student must reside in Wayland for at least three of the five weekly school nights (Sunday through Thursday nights).

August 20, 2014