

BROCKTON PUBLIC SCHOOLS

PROCEDURES FOR
ENROLLMENT AND PROOF OF RESIDENCY

Under MGL, Chapter 76, Section 5, every person “shall have the right to attend the public school of the town where she/he actually resides.” The following procedures will be followed in order to verify a student’s residency:

Before any student is enrolled in the Brockton Public Schools, the student’s parent or legal guardian* must prove legal residence in the City of Brockton. Children whose primary residence is outside of Brockton are not eligible to attend the Brockton Public Schools (this policy does not apply to the CHOICE program). Residency means the domicile where a child spends the majority of her/his time. The standard Brockton uses is simple: The law is very clear that the determination for residency lies in the establishment of “domicile” – where the student resides, as determined by the establishment of where the center of his/her domestic, social, and civic life is, and this is where one is to attend school. This standard **must** be the first step met before a family seeks to demonstrate the residency of the child.

Required for enrollment are a copy of the **student’s birth certificate, an up-to-date health record**, including immunizations, and **effective January 1, 2010**, all applicants must submit at least **three proofs of residency**.

The documents must be pre-printed with the name and address of the student’s parent or guardian.* When registering a student for Brockton Public Schools, K-12, the Director for the School Registration-Parent Information Center will confirm residency. These documents also will be required for any **change of address**.

All applicants must submit at least one document from each of the following columns:		
Column A	Column B	Column C
<ul style="list-style-type: none"> • Copy of deed AND record of most recent mortgage payment • Copy of lease (including BHA and HUD leases) AND record of most recent rent payment • Legal affidavit from landlord affirming tenancy AND record of most recent rent payment • Section 8 agreement 	<p><i>A utility bill or work order dated within the past 60 days, including:</i></p> <ul style="list-style-type: none"> • Gas bill • Oil bill • Electric bill • Home telephone bill (not cell phone) • Cable bill 	<ul style="list-style-type: none"> • Valid driver’s license • Current vehicle registration • Valid Massachusetts photo identification card • Valid passport, dated within the past year • W-2 form • Excise (vehicle) tax bill • Property tax bill, dated within the past 60 days • Letter from approved government agency • Payroll stub • Bank or credit card statement

***Legal guardianship requires additional documentation from a court or agency.**

The BPS residency policy does not apply to homeless students. (McKinney-Vento Act)

Report residency fraud! You will remain anonymous – call 508-580-7518