

Oxford Public Schools

Proof of Residency, Occupancy, and Identification Procedure

Before any child is able to attend Oxford Public Schools, the child's parent or legal guardian must prove residence in the Town of Oxford. Families whose primary residence is outside of Oxford are not eligible to attend Oxford Public Schools unless they are enrolled at the ACE Program, one of our Special Education programs, or have been accepted through the School Choice program – all of which must be pre-approved by the Student Services department or the Superintendent of Schools.

Residence is the place where a person dwells permanently, not temporarily, and is the place that is the center of his or her domestic, social, and civil life. Temporary residence in the Town of Oxford, solely for the purpose of attending Oxford Public Schools, shall not be considered residency.

All applicants must submit proof of residency, proof of occupancy, and evidence of identification – at least one document from each of the following three columns below: **Column A**, **Column B**, and **Column C**.

Documents must be pre-printed with the name and Oxford address of the child's parent or guardian and must be presented at the time of registration.

These documents will also be required for any change of address.

Column A	Column B	Column C
<u>Evidence of Residency</u>	<u>Evidence of Occupancy</u>	<u>Evidence of Identification (Photo ID)</u>
Most recent mortgage statement (or a copy of the deed if home no longer has a mortgage) OR property tax bill	Utility bill dated within the past 60 days showing Oxford address and name, including: Gas bill, oil bill, electric bill, home telephone bill, cable bill, excise tax bill	Valid Driver's License
Copy of current lease or rental agreement (including SHA and HUD leases)	Bank statement dated within the past 60 days , current vehicle registration for vehicle registered within the past 60 days	Valid Passport
Residency Affidavit from Landlord affirming tenancy AND copy of current utility bill in the landlord's name OR record of most recent rental payment	Written agreement from utility company confirming services (ONLY if you have just recently moved into your home and have not received a bill yet)	Valid State-Issued ID
Section 8 Agreement		

**Oxford Public Schools
Residency Statement**

I/We, the parent(s)/legal guardian(s) of _____
(Print student's full name)

Hereby certify as follows:

1. I/We wish to enroll the above named student in the Oxford Public Schools. I/We understand that pursuant to Massachusetts law and Oxford's residency process, students who actually reside in the town of Oxford may attend the district schools and students who do not actually reside in the town of Oxford may not attend the district schools.

Massachusetts General Laws, Chapter 76, Section 5; "...No School Committee is required to enroll a person who does not actually reside in the town unless said enrollment is authorized by law or by the School Committee. Any person who violates or assists in the violation of this provision may be required to remit full restitution to the town of the improperly-attended public schools."

2. I/We acknowledge that I am/we are required to notify the Oxford Public of any change in said student's address, following the district's Change of Address instructions, within **ten (10) business days** of such change of address.
3. I/We acknowledge that the Oxford Public Schools reserves the right to investigate all questionable residency scenarios with the use of the district's School Resource Officer (SRO) in accordance with Massachusetts General Law Chapter 71, Section 37P.
4. I/We understand that this *Residency Statement* will be relied upon by the Oxford Public Schools for the purpose of determining the above student's eligibility to attend the district schools on the basis of residency. If said student is enrolled in the Oxford Public Schools based upon the information provided and it is subsequently determined that the student does not actually reside in Oxford, I/We understand that the student's enrollment in the Oxford Public Schools will be promptly terminated and I/We will be jointly and severally liable to the Oxford Public Schools for the student's tuition for the full academic year(s).
5. I/We hereby certify that the above named student is/will be residing at the following address in Oxford, Massachusetts, with:

Printed Name(s) of Parent(s)/Guardian(s)

Address Apt./Unit Town/State Zip Code

Signed under the pains and penalties of perjury on this _____ day of _____, 20__.

Parent/Guardian 1

Parent/Guardian 2