



School Enrollment / Residency

Hudson Public Schools uses the following guidelines to determine residency and admissions of students. The staff is directed to ensure that all forms and regulations are fully executed and conform to these guidelines.

I. Residency

In order to attend the Hudson Public Schools, a student must actually reside in the Town of Hudson, unless one of the exceptions (set forth in Part V below) applies. The residence of a minor child is ordinarily presumed to be the legal residence of the child's parent or legal guardian having physical custody of the child. A student's actual residence is considered to be the place where he or she lives permanently. In determining residency, the Hudson Public Schools retain the right to require the production of a variety of records and documentation and to investigate where a student actually resides.

A determination that a student does not actually reside in the Town of Hudson renders the student ineligible to enroll in the Hudson Public Schools or, if the student is already enrolled in the Hudson Public Schools, shall result in the termination of such enrollment. A parent, legal guardian, or student who has reached the age of majority (18), who is aggrieved by a determination of residency, may appeal the determination to the Superintendent of Schools, whose decision shall be final.

II. Verification of Residency

Before any student is enrolled in the Hudson Public Schools, his or her parent or legal guardian must provide proof of residency in the Town of Hudson (3 documents).

All applicants for enrollment must submit at least one document from Column A, B, and C and any other documents that may be requested, including but not limited to those from Column A, B, and C (noted below). A parent, guardian, or student who is unable to produce the required documents should contact the Superintendent of Schools.

Column A	AND	Column B	AND	Column C
Evidence of Residency		Evidence of Occupancy		Evidence of Identification (Photo ID)
<u>If you own:</u> <input type="checkbox"/> Record of recent mortgage payment <u>and/or</u> property tax bill.		<input type="checkbox"/> Excise tax		<input type="checkbox"/> Valid Driver's License
<u>If you rent or lease:</u> <input type="checkbox"/> Copy of Lease <u>and</u> record of recent rental payment.		<input type="checkbox"/> Gas bill		<input type="checkbox"/> Valid MA Photo ID Card
<u>If you rent with no lease:</u> <input type="checkbox"/> Landlord Affidavit <u>and</u> recent rental payment		<input type="checkbox"/> Oil bill		<input type="checkbox"/> Passport
<u>If you live with someone else:</u> <input type="checkbox"/> Resident Landlord Affidavit		<input type="checkbox"/> Electric bill		
<input type="checkbox"/> Section 8 Agreement		<input type="checkbox"/> Home Telephone bill (not cell phone bill)		
		<input type="checkbox"/> Cable bill		

The Principal, or his/her designee, shall verify the home address and home telephone number of each student at least once during the school year. Any irregularities shall be reported promptly to the Superintendent of Schools. Parents are required to notify the school of any changes of their address or the address of the student within five (5) days of the change.

III. Enforcement

Should a question arise concerning any student's residency in the Town of Hudson while attending the Hudson Public Schools, the student's residency will be subject to further inquiry and/or investigation. Such questions concerning residency may arise on the basis of incomplete, suspicious, or contradictory proofs of address; anonymous tips; correspondence that is returned to the Hudson Public Schools because of an invalid or unknown address or other grounds.

The Superintendent may request additional documentation, and may obtain the services of the police or an investigative agency to conduct investigations into student residence. The residency investigator(s) will report his/her findings to the Superintendent of Schools, who shall make the final determination of residency.

Upon an initial determination by the Superintendent of Schools that a student is actually residing in a city or town other than the Town of Hudson, the student's enrollment in the Hudson Public Schools shall be terminated immediately.

IV. Penalties

In addition to termination of enrollment and the imposition of other penalties permitted by law, the Hudson Public Schools reserves the right to recover restitution based upon the costs of educational services provided during the period of non-residency.

V. Exceptions

The Residency Requirements **shall not apply** to the following: (a) students enrolled in the high school under special programs approved by the School Committee, such as an educational exchange program or School Choice; (b) tuition paying students, as permitted by law; (c) students who are entitled to attend the Hudson Public Schools under the McKinney-Vento Homeless Assistance Act.

VI. Potential Waiver When Residency is in Transition

For students whose residency is in transition, the following exceptions to the general policy may apply, with prior written approval from the Superintendent of Schools:

- a. **Pending Purchase of Dwelling.** The children of families who have a signed and accepted Purchase and Sale Agreement to purchase and reside in a dwelling in the Town of Hudson may be enrolled up to 30 calendar days in advance of the time actual physical residence occurs. If actual residence occurs later than 30 days after enrollment, the student may be asked to leave the schools until actual residence occurs.
- b. **Residence in Rental Properties.** Children of families who plan to rent a primary residence in Hudson may enroll in the Hudson Public Schools 30 days prior to taking possession of the rental property, as evidenced by a signed lease and evidence of financial commitment.
- c. **Brief Residence Outside of Town.** Hudson Schools students whose families must briefly live outside the Town because they are (a) moving from one Hudson residence to another, or (b) renovating a current Hudson residence, may continue to attend the Hudson Public Schools. Evidence of the intention and ability to resume residency in Hudson within 90 days will be required.

VII. Notification

The Hudson Public Schools residency requirements, verification procedures, and consequences of falsifying or misrepresenting residency will be published in the District Policy Manual.

Legal Reference: M.G.L. Chapter 76, Section 5