Wrentham Public Schools Pre-Enrollment Checklist

Preschool through Grade 6

www.wrentham.k12.ma.us/Families/Student-Registration

▢ **Complete the required registration application, gather required documentation.** Bring to the Delaney or Roderick office between 9am and 2pm, Monday through Friday.

▢ **Parent/Guardian ID:** ▢ Valid MA Driver's License/ID Card ▢ Passport ▢ Military ID ▢ Other government Issued photo ID

▢ **Residency Affidavit** *Proof of residency and occupancy is not required for students who are considered homeless under the McKinney-Vento Act.*

Residency (1 COMPLETE option)

▢ Most recent mortgage payment OR property tax bill
▢ Copy of settlement statement AND record of most recent payment
▢ Copy of Deed
▢ Copy of current/fully executed and signed lease, record of most recent rent payment AND Landlord Affidavit
▢ Fully executed and signed Purchase and Sales WITH signed statement by a bank officer or real estate broker certifying financial commitment has been approved, occupancy permit dated within 30 days of enrollment, and Intent to Reside Form
▢ Residing with Wrentham Resident Affidavit
▢ Copy of Section 8 agreement

Occupancy (2 from list required)

Utilities that service your home: utility bill dated within 45 days or "statement of service letter or work order showing service address and connection date from the following list:

▢ Cable/Satellite TV/Internet bill
▢ Electric bill/Gas bill
▢ Home Telephone bill (cell or landline)
▢ Home/renter's insurance bill
▢ Dated within the last year: car insurance bill
▢ Current vehicle registration or vehicle excise tax bill
▢ Current W-2 form
▢ Property tax bill
▢ Dated within past 60 days: Letter from government agency or bank or credit card statement
▢ Landlord Affidavit

We do not accept sewer or water bills

Student

▢ Original Birth Certificate with seal REQUIRED
▢ Most recent physical exam report REQUIRED
▢ Immunization records REQUIRED
▢ Home Language Survey REQUIRED
▢ School Records Request Form
OR Previous School records
Grades PreK-K*: not required*
Grades 1-6 *Most recent report card / progress report*

▢ ELL/SEI Records	If Applicable
▢ Custody Records	If Applicable
▢ Active IEP or 504	If Applicable
▢ Court Orders	If Applicable

▢ **Immunizations must be determined compliant by school nurse prior to school attendance**

▢ **Complete English Language Learning Screening (if applicable)**

All schools must determine the language(s) spoken in each student's home to identify their specific language needs. If a language other than English is spoken in the home, the District is required to further assess each child. Screenings will be scheduled once all documents have been submitted.

If unable to produce these documents, please contact the Delaney or Roderick office at (508) 384-5430.

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

Wrentham is an equal opportunity employer and does not discriminate in regard to race, color, sex, religion, national origin, sexual orientation, gender identity, or disability.