

# NEW ROOTS CHARTER SCHOOL

## STUDENT RESIDENCY VERIFICATION POLICY/PRACTICE

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### I. POLICY

New Roots Charter School will require students who are seeking to enroll or continuing to enroll in New Roots to provide evidence of their home address for the purpose of determining their school district of residence.

When a current student's residence changes, that student will be required to provide evidence of his or her new home address.

#### *Definition of home address:*

A student's home address is where a student physically resides. If custody is split, the student's home address is the residence of the primary custodial parent or guardian.

### II. PRACTICE

Each student must establish her or his residency in the following manner:

#### a. STUDENTS LIVING WITH PARENTS OR GUARDIANS

The parent or guardian of the student seeking to enroll must provide New Roots Charter School with at least two of the items listed below as evidence of home address.

- Deed to Home
- Mortgage Payment Receipts or Coupons
- Property Tax Receipt
- Driver's License
- Current Bill from Local Utility Company, Including Cable TV
- Military Orders (Base Housing Office Written Verification)
- Declaration of Temporary Residency Affidavits for Homeless Families
- Rental Agreement/Rental Receipt
- Bank Statement
- Any Other Legal Documents(s) which Establishes Home Address
- OTHER

#### b. HOMELESS CHILDREN

When a child is determined to be homeless, New Roots Charter School shall consider and take enrollment action that is in the best interest of the child. Answers to this residency information help determine the services the student may be eligible to receive according to the *McKinney-Vento Homeless Assistance Improvements Act, 42, U.S.C.11435*.

**c. STUDENTS LIVING WITH ADULTS OTHER THAN PARENTS OR LEGAL GUARDIANS:**

The non-parent/guardian must provide the school with an affidavit stating his or her relationship to the student and that his or her home will be the student's primary residence, and provide documentation fully explaining the reasons for this arrangement.

The non-parent must provide home address documentation as stated above.