

# CAMBRIAN SCHOOL DISTRICT

## Board Policy

### Administrative Procedure 5111.1

Adopted: October 6, 2016

Revised: February 16, 2017

Page 1 of 2

## DISTRICT RESIDENCY

### Students

#### I. Criteria for Residency

- A. A student shall be deemed to have complied with district residency requirements for school attendance in a district school if he/she meets any of the following criteria:
1. The student's parent or guardian resides within Cambrian School District boundaries and
  2. The student's parent/ guardian who resides outside the district boundaries and is employed with the Cambrian School District for a minimum of 20 hours per week shall have "Resident Status". (Education Code 48200)
  3. The student is placed within district boundaries in a regularly established licensed children's institution, a licensed foster home, or a family home pursuant to a court-ordered commitment or placement. (Education Code 48204)
  4. The student lives with a caregiving adult within district boundaries and the caregiving adult submits an affidavit to that effect. (Education Code 48204)
  5. The student resides in a state hospital located within district boundaries. (Education Code 48204)
  6. The student is confined to a hospital or other residential health facility within district boundaries for treatment of a temporary disability. (Education Code 48204, 48207)
  7. The student's parent/guardian resides outside district boundaries but is employed within district boundaries and lives with the student at the place of employment for a minimum of three days during the school week. (Education Code 48204)

#### II. Proof of Residency

- A. Evidence of residency may be established by documentation showing the name and address of the parent/guardian within the district, including, but not limited to, any of the following: (Education Code 48204.1)
1. Property tax payment receipt
  2. Rental property contract, lease, or payment receipt
  3. Utility service contract, statement, or payment receipt

4. Pay stub
  5. Voter registration
  6. Correspondence from a government agency
  7. If the student is residing in the home of a caregiving adult within district boundaries, an affidavit executed by the caregiving adult in accordance with Family Code 6552
- B. The Superintendent or designee shall make a reasonable effort to secure evidence that a homeless or foster youth resides within the district, including, but not limited to, a utility bill, letter from a homeless shelter, hotel/motel receipt, or affidavit from the student's parent/guardian or other qualified adult relative.
1. However, a homeless or foster youth shall not be required to provide proof of residency as a condition of enrollment in district schools. (Education Code 48852.7, 48853.5; 42 USC 11432)
- (cf. 6173 - Education for Homeless Children)

### **III. Safe at Home/Confidential Address Program**

When a student or parent/guardian participating in the Safe at Home program requests that the district use the substitute address designated by the Secretary of State, the Superintendent or designee may request the actual residence address for the purpose of establishing residency within district boundaries but shall use the substitute address for all future communications and correspondence and shall not include the actual address in the student's file or any other public record. (Government Code 6206, 6207)