

SCHOOL ENROLLMENT / RESIDENCY

The North Middlesex Regional School District (NMRSD) maintains the following policy regarding the residency and admissions of students. Staff are directed to ensure that all forms are fully executed and conform

I. RESIDENCY

In order to attend the NMRSD, a student must actually reside in the towns of Pepperell, Townsend, or Ashby 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 the child lives permanently, eats, and sleeps the night prior to attending an NMRSD school the following morning (i.e., Sunday through Thursday evenings). In determining residency, NMRSD retains 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 NMRSD renders the student ineligible to enroll in the NMRSD or, if the student is already enrolled in the NMRSD, 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 NMRSD or if their residency is called into question, their parent or legal guardian must provide:

1. A signed Affidavit of Residency; and
2. Proof of residency in the NMRSD (3 documents)

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

Column A Evidence of Residency	Column B Evidence of Occupancy	Column C Evidence of Identification (Photo ID)
Record of recent mortgage payment or property tax bill	Recent bill dated within the past 60 days showing a	Valid MA driver’s license or MA photo ID card

	NMRSD member town address and name	
Copy of lease and record of recent rental payment	Gas, oil, electric home telephone, home cable TV, or excise tax bill	Valid passport
Landlord affidavit and rental payment		
Section 8 Agreement		

The Principal, or 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 school days of the change.

III. ENFORCEMENT

Should a question arise concerning any student's residency in the NMRSD while attending the NMRSD, 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 NMRSD because of an invalid or unknown address, or other grounds.

The Superintendent may request additional documentation and may obtain the services of police or investigative agency personnel to conduct investigations into student residence. The residency investigator(s) will report their 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 NMRSD, the student's enrollment in the NMRSD shall be terminated immediately.

Court orders arising out of custodial and guardianship disputes purporting to require a child's enrollment in an NMRSD school are subject to review and may not necessarily be enforced by the NMRSD, which is not a party to such orders.

IV. PENALTIES

In addition to termination of enrollment and the imposition of other penalties permitted by law, as provided by law, the NMRSD reserves the right to recover full restitution, which includes but is not limited to the cost of tuition based upon the costs of educational services provided during the period of non-residency.

V. EXCEPTIONS & RELATED FACTORS

- The Residency Requirements Shall Not Apply to the Following:
 - Students enrolled in the High School under special programs approved by the School Committee, such as educational exchange programs;
 - Tuition-paying students, as permitted by law;
 - Students who are entitled to attend NMRSD Schools under the McKinney-Vento Homeless Assistance Act, or students in Foster Care.
- Students living at an NMRSD residence for a temporary period of time (i.e., foreign exchange/billeting students (not part of a School Committee approved program) may attend the NMRSD for the duration of their residency; however, the Superintendent of Schools reserves the right to charge tuition on a prorated basis of the per pupil expenditure at the elementary, middle, and high school levels for the length of such residency).
- Only legally enrolled students in the NMRSD are permitted to participate in the academic daily program, extra-curricular activities, and sports.

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:

1. 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 NMRSD will 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, students may be asked to leave the Schools until actual residence occurs.

2. Residence in Rental Properties

Children of families who plan to rent a primary residence in NMRSD may enroll in the NMRSD 30 days prior to taking possession of the rental property, as evidenced by a signed lease and evidence of financial commitment.

3. Brief Residence Outside the Town

NMRSD students, whose families must briefly live outside one of the member towns because they are (a) moving from one NMRSD residence to another, or (b) renovating a current NMRSD residence, may continue to attend the NMRSD. Evidence of the intention and ability to resume residency in NMRSD within 90 days may be required.

LEGAL REF.: M.G.L. Chapter [76, Section 5](#)

Adopted by the NMRSD School Committee:

Policy Committee Review: 9/23/2025

NMRSD First Vote: October 21, 2025

NMRSD Adoption: December 16, 2025
