

Summer Registration for New Students

After all documentation is prepared (see below), please contact the school's main office for setting up an appointment to register your child. Dates and times for appointments are available in late August.

In addition to the list below of information required to register your child, we will need a **birth certificate, grades and transcripts, discipline records, attendance records, all health records, any Individual Education Plans (IEP), 504 plans,** and any other special accommodations which your child received at their previous school.

All applicants must submit at least **THREE** proofs of residency (Southwick/Tolland). All documents must be pre-printed with the name and current address of the student's parent or guardian (Legal guardianship requires additional documentation from a court or agency—will need a copy of divorce decree stating custody terms), or person(s) with whom the child resides, and **must be presented** at the school at the time of registration.

These documents also will be required for any change of address.

- ✓ **One of the following:** Copy of Deed **AND** record of most recent mortgage payment; Copy of Lease (including HUD leases) **AND** record of most recent rent payment; Legal affidavit from landlord affirming tenancy **AND** record of most recent rent payment; or Section 8 agreement (subsidized housing).
- ✓ **One of the following:** Bills with **current address** for Southwick/Tolland from: Oil, Gas, and Electric, Telephone, or Cable Bills.
- ✓ **One of the following:** Current and valid driver's license reflecting Southwick/Tolland address; Current vehicle registration showing local address; Valid Massachusetts photo identification card showing local address; Valid passport showing local address; or Dated within the past year: W-2 form, Excise (vehicle) tax bill, Property tax bill; or Dated within past 60 days: Payroll stuff, Bank or credit card statement reflecting local address, or Letter from approved government agency.

This residency policy does not apply to homeless students. For more information about the Southwick-Tolland Regional School Committee's residency policy go to:

<http://strsd.southwick.ma.us/>

There is a summer reading list and study guide available at <http://strsd.southwick.ma.us> website. To locate it, click the first black box titled **SUPERINTENDENT**, a drop down list will appear, then click **PARENT INFORMATION** at the top of the list. Please visit the local library and have your child read at least two books from their grade level list. In addition, each student is required to purchase a school supply list which is available at the main office.