

If you need this document translated, please contact the Central Office at (781) 767-1226.

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Si vous avez besoin de ce document traduit, s'il vous plaît notifier le Bureau Central en appelant (781) 767-1226.



Our Mission is to nurture and challenge students to become independent thinkers, lifelong learners, and socially responsible citizens.

Any family and/or student suspected of living outside of Holbrook while attending the Holbrook Public Schools shall be subject to investigation.

Any student found to be in violation of this policy shall be withdrawn immediately from the Holbrook Public Schools.

The Holbrook Public Schools reserves the right to impose additional penalties on families in violation of this policy

If you are homeless and need assistance with enrollment, contact the Homeless Coordinator for the Holbrook Public Schools:

Robert Compton
(781) 767-1226.

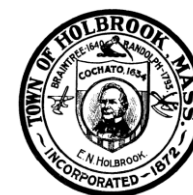
Julie S. Hamilton
Superintendent of Schools
245 S. Franklin Street
Holbrook, MA 02343

(781) 767-1226
www.holbrook.k12.ma.us

Holbrook Public Schools

New Student Enrollment Information

*Welcome to the
Holbrook Public Schools!*



In order to attend the Holbrook Public Schools, a student must actually reside in the Town of Holbrook. Before any student is enrolled in the Holbrook Public Schools, his/her parent(s) or guardian(s) must provide three proofs of residency in the Town of Holbrook. The same current Holbrook residential street must be present on all three documents as evidence of residency.

Enrollment Procedures

STEP I: RESIDENCY

All parents/guardian must complete the *Holbrook Public Schools Residency Statement* and submit at least **one** document from each of the following categories:

Column A:

- Copy of deed OR record of most recent mortgage payment OR most recent Town of Holbrook real estate tax bill
- Signed copy of lease agreement (including EBHA and HUD leases) OR record of most recent rent payment
- Notarized signed legal affidavit from the landlord affirming tenancy
- Signed Section 8 lease agreement
- Signed Purchase and Sale Agreement OR Insurance Binder
- Most recent Town of Holbrook Tax Bill

Column B:

- A utility bill OR utility work order dated within the past 60 days; including:
 - gas bill
 - oil bill
 - electric bill
 - home telephone bill (landline only)
 - cable bill

Column C:

- Valid Driver's License
- Valid Massachusetts Identification Card
- Valid Passport

*The person whose name is on the lease or mortgage is the individual whose signature needs to be notarized on the *Holbrook Public Schools Residency Statement*

Contact Bridget Baker at 781-767-1226 x21482 or bbaker@holbrook.k12.ma.us to complete this process

STEP II: TRANSFER RECORDS

After the residency requirement has been completed, please contact the last school district that your child attended and request that all school records be forwarded to the below individuals attention:

Grades PK-5

Ms. Kathy Franchi
John F. Kennedy Elementary School
245 So. Franklin Street, Door #1
Holbrook, MA 02343

Grades 6-12

Ms. Marie Moriarty
Holbrook Middle-High School
245 So. Franklin Street, Door #14
Holbrook, MA 02343

John F. Kennedy Elementary School

(Pre K - Grade 5)

Mallory Stevens, Principal

245 South Franklin Street
Holbrook, MA 02343

Main Office: (781) 767-4600

Fax: (781) 767-7273

School Hours: 8:30 am – 3:00 pm

Holbrook Middle-High School

(Grades 6-12)

Interim Principal: Stefanie DeRosa

245 S. Franklin Street
Holbrook, MA 02343

Main Office: (781) 767-4616

Guidance: (781) 767-4679

Fax: (781) 767-2697

School Hours: 7:40 am – 2:10 pm



STEP III: ENROLL AT THE BUILDING

Once you have completed the residency requirement the school secretary will contact the parent/guardian to begin the enrollment process. The school secretary will be looking for the following documents:

- ❖ Birth Certificate
- ❖ Up-to-Date Immunizations
- ❖ Transfer Card (if coming from a public school in Massachusetts or
- ❖ Last report card (if coming from a private school or out of state)
- ❖ IEP (if applicable)
- ❖ Physical within last year