



Saddle River School District - Wandell School
97 East Allendale Road, Saddle River, NJ 07458
201.327.0727 www.wandellschool.org Fax: 201.236.8166



**Please submit completed registration forms and any
questions to:**

Deborah DiBernard, Secretary to the Superintendent
ddibernard@wandellschool.org
201-327-0727 ext. 214

SADDLE RIVER SCHOOL DISTRICT
SADDLE RIVER, NJ 07458
201-327-0727

Your child must be 3 years old on or before September 1 to attend PreK-3; Your child must be 4 years old on or before September 1 to attend PreK-4; Your child must be 5 years old on or before October 1 to attend Kindergarten; Your child must be 6 years old on or before October 1 to attend First Grade.

GRADES PRE-K – 5 REGISTRATION

A complete packet is required before the student(s) may begin school. All registration is electronic.

General Information:

- _____ Cumulative File Information form
- _____ Original Birth Certificate (with seal)
- _____ Immunization Records (Nurse's Corner @ www.wandellschool.org for all requirements)
- _____ Developmental history
- _____ Home Language Survey
- _____ Request for Records
- _____ Emergency Contact Form
- _____ Recent photo with the child's name on it
- _____ Early Intervention, Special Services

In addition, parents/legal guardians must bring originals of the following documents:

Proof of Residency:

- _____ Section A, B, C or D of Residency Forms
- _____ Original Lease/Deed
- _____ Parent's Photo Identification
- _____ Health Insurance Information
- _____ Acknowledgement of HS Choice Letter
- _____ Acknowledgement of Saddle River Residency Ordinance
- _____ Copy of custody papers (if applicable)
- _____ 2 forms of Proof of Residency

6A:22-3.4 Proof of eligibility

(a) A district board of education shall accept a combination of any of the following or similar forms of documentation from persons attempting to demonstrate a student's eligibility for enrollment in the school district:

1. Property tax bills; deeds; contracts of sale; leases; mortgages; signed letters from landlords; and other evidence of property ownership, tenancy, or residency;
2. Voter registrations; licenses; permits; financial account information; utility bills; delivery receipts; and other evidence of personal attachment to a particular location;
3. Court orders; State agency agreements; and other evidence of court or agency placements or directives;
4. Receipts; bills; cancelled checks; insurance claims or payments; and other evidence of expenditures demonstrating personal attachment to a particular location or to support the student;
5. Medical reports; counselor or social worker assessments; employment documents; unemployment claims; benefit statements; and other evidence of circumstances demonstrating family or economic hardship, or temporary residency;
6. Affidavits, certifications, and sworn attestations pertaining to statutory criteria for school attendance from the parent, guardian, person keeping an "affidavit student," adult student, person(s) with whom a family is living, or others, as appropriate;
7. Documents pertaining to military status and assignment; and
8. Any other business record or document issued by a governmental entity

Office Use: Registration Date _____ Start Date _____ Grade _____ School _____

Wandell School - Saddle River, NJ 07458

Cumulative File

Student's Name _____ ID# _____
Last First Middle

Address _____
City State Zip

Email Address: _____ Home Phone _____ Cell _____

Date of Birth _____ Place of Birth _____ Proof of Birth Date _____

Sex _____ Ethnicity _____ Primary Language _____
M/F White, Black, Hispanic, American Indian/Alaskan Native, Asian/Pacific Islander, Other

	<u>Name</u> <i>(First, last – please print)</i>	<u>Birthplace</u> <i>City, State, Country</i>	<u>Citizenship</u> <i>Country</i>	<u>Parent's Education</u> <i>(List highest level completed)</i>
Mother	_____	_____	_____	_____
Father	_____	_____	_____	_____
Guardian	_____	_____	_____	_____

	<u>Occupation</u>	<u>Business/Firm</u>	<u>Address</u>	<u>Phone</u>
Mother	_____	_____	_____	_____
Father	_____	_____	_____	_____

Please list children in family, including the above child, with eldest first

<u>Name</u>	<u>Birth date</u>	<u>Grade as of Sept. 1</u>
_____	_____	_____
_____	_____	_____

	<u>Names</u>	<u>Relationship</u>	<u>Phone Numbers</u>
Persons to call in emergency when parents are not available:	_____	_____	_____
	_____	_____	_____

Please indicate the school that your child is transferring from and identify his/her current grade level.

School Transferring from: _____

Current Grade Level: _____

Please answer YES or NO to the following questions:

1. Has the child received services under any of the following programs in his/her former school?

- | | | | |
|---------------------------------------|-----|----|----|
| a. Special Education/Child Study Team | Yes | or | No |
| b. 504 Accommodations | Yes | or | No |
| c. English as a Second Language | Yes | or | No |
| d. Basic Skills | Yes | or | No |

2. Is there a custody agreement in place? Yes or No

3. Is this child's parent/guardian on Active Duty, in the National Guard, or in the Reserve components of the United States Military Services? Yes or No

4. McKinney Vento Act

- | | | | |
|--|-----|----|----|
| a. Is your current address a temporary living arrangement? | Yes | or | No |
| b. If yes, if this due to the loss of housing or economic hardship | Yes | or | No |
-

Wandell School

DEVELOPMENTAL HISTORY

The purpose of this form is to help us learn more about your child. Please feel free to provide us with as much information as you wish.

Name of Child _____ Birth Date _____

By what name is your child called at home? _____

Number of other children in home _____

Others in home besides parents and children _____

What is the primary language spoken in your home? _____

Is your child fluent in any language other than English? _____

If parents are divorced, who has custody? _____

Has your child attended nursery school? _____ If so, how long/often? _____

Has your child had experience in any other kind of structured group? _____

If so, explain. _____

Has your child taken private or group lessons? _____

If so, explain. _____

Does your child have the opportunity to play with other children regularly? _____

How much experience has your child had in going on trips or outings?

Please note any outstanding experiences that have influenced or affected your child:

Is there any other information about your child that you feel the school personnel should know?

Additional information or comments _____

Parent/Guardian Signature

Date

Wandell School

HOME LANGUAGE SURVEY

Dear Parents or Guardians:

In order to comply with New Jersey State Law, we are required to survey students as to language use background so that student help in this regard can be provided if necessary. We would appreciate your completing the form below and returning it to the school office. Thank you.

Student's Name _____

Grade _____

1. What language or languages are spoken in your home?

2. What was your child's first spoken language? _____
3. If English was not your child's first spoken language, at what age was your child first exposed to English? _____
4. What language does your child use most often:
 - a. When speaking to you? _____
 - b. When speaking to brothers, sisters, and friends? _____
 - c. When speaking to other adults in the home (grandparents, aunts, uncles)? _____

Parent/Guardian Signature

Date

WANDELL SCHOOL INFORMATION

STUDENT _____

CLASS OF _____

(H.S. Graduation Year)

ADDRESS _____

PHONE _____

PHYSICIAN _____

DR. PHONE _____

ALLERGIES/MEDICAL CONDITIONS (may be included in medic alert list given to staff):

PARENT/GUARDIAN INFORMATION (indicate any court orders/restrictions)

	MOTHER	FATHER
NAME		
ADDRESS		
HOME PHONE		
CELL PHONE		
EMPLOYER		
WORK PHONE		
E-MAIL		

PRIMARY EMERGENCY CONTACTS: (authorized to pick up child in an emergency)

	<u>CONTACT 1 / RELATIONSHIP</u>	<u>CONTACT 2 / RELATIONSHIP</u>
NAME		
PHONE		
CELL PHONE		
WORK PHONE		

The signatures below indicate that the above information is for this academic year.

Signature of Parent/Guardian

Signature of Student

Date

PLEASE REPORT ANY CHANGES TO THE SCHOOL OFFICE IMMEDIATELY AND UPATE INFORMATION ON THE REALTIME STUDENT INFORMATION SYSTEM.

WWW.WANDELLSCHOOL.ORG



Saddle River School District
Wandell School
97 East Allendale Road, Saddle River, New Jersey 07458
(201) 327-0727 Fax (201) 236-8166

Dear Parents/Guardians:

Re: Transfers Between High Schools of Saddle River Resident Students

In August, 2004, three similar resolutions were adopted by the members of the Boards of Education of Ramsey and Northern Highlands Regional High School and our own Saddle River Board of Education. The new regulations, which went into effect immediately, alter the existing transfer policies for Saddle River residents' students attending either Ramsey or Northern Highlands high schools.

Beginning in the school year (2004-2005), Saddle River students attending either Ramsey or Northern Highlands high schools, are permitted a one-time lifetime transfer to the other high school without parental tuition expense if they notify one of the three school districts prior to the start of school in September in any school year of their desire to transfer. If this one-time request for transfer is made after the start of school at either high school, then for the remainder of that school year, parents will be responsible and charged tuition costs for that school year only. However, the Saddle River School District will pay the tuition costs in subsequent years to the appropriate high school district for any one-time transfer taking place after the start of any school year.

While this resolution changed the existing transfer policy with regard to tuition, it does not alter the fact that deciding on the most appropriate high school placement for your child is a very important decision and should not be made without due consideration and active investigation.

Sincerely,

Dr. Gina Cinotti

Dr. Gina Cinotti
Superintendent/Principal

Below is to be completed by parents/guardians of all grades.

I have read the letter dated above, regarding the policy of transferring between Ramsey and Northern Highlands Regional High School.

Student Name: _____

Grade in September: _____

If currently a high school student, we would like our child to attend

_____ High School in September.
(Ramsey or Northern Highlands Regional)

Parent/Guardian Name Parent/Guardian Signature Date



Saddle River School District
Wandell School
97 East Allendale Road, Saddle River, New Jersey 07458
(201) 327-0727 Fax (201) 236-8166

REQUEST FOR RECORDS

Student's Name _____ DOB _____

Name of School: _____
(School student is transferring from)

Address of School: _____

I request that you send cumulative records, achievement tests, health records, and Child Study Team information for my child to Wandell School at the address listed below.

Wandell School
97 East Allendale Road
Saddle River, NJ 07458

Parent/Guardian Name (Please Print)

Parent/Guardian Signature

Date

ARTICLE I
Ineligible Student Enrollment
[Adopted 8-17-2015 by Ord. No. 15-911-C]

§ 172-1. Purpose.

The purpose of this article is to prohibit and penalize any parent or other person enrolling a student in the Saddle River School District seeking free-of-charge education when such student is ineligible for free-of-charge education.

§ 172-2. Prohibited conduct.

It shall be unlawful for any person over the age of 18 to:

- A. Knowingly register or enroll a student in the Saddle River School District seeking free-of-charge education or maintain the enrollment of a student receiving free-of-charge education when the student is ineligible for free-of-charge education pursuant to N.J.S.A. Title 18A; or
- B. Knowingly assist, aid or permit a student to register or enroll in the Saddle River School District seeking free-of-charge education when the student is ineligible to attend free-of-charge pursuant to N.J.S.A. Title 18A; or
- C. Knowingly permit his or her name, address or other residence designating documentation to be utilized in the registration or enrollment of any student seeking free-of-charge education in the Saddle River School District when the student is ineligible to attend free-of-charge pursuant to N.J.S.A. Title 18A; or
- D. Not notify or inform the Saddle River School District when a student is no longer a resident in the household of that person who had previously knowingly permitted his or her name, address or other residence designating documentation to be utilized in the registration or enrollment of the student in the Saddle River School District.

§ 172-3. Determination of eligibility; registration required.

Upon the request of the Saddle River School District, the parent or guardian of a student registered in the Saddle River School District shall be required to complete a questionnaire intended to determine the student's eligibility to attend school in the Saddle River School District free of charge, in accordance with N.J.S.A. Title 18A. All residents hosting other families, with a student enrolled in the Saddle River School District in their residence, must register with the Saddle River School District and must notify the Saddle River School District when such other families no longer reside with the resident.

§ 172-4. Enforcement.

Sections 172-1, 172-2, and 172-3 may be enforced by the administrative officials of the Saddle River School District in their sole discretion.

§ 172-5. Violations and penalties.

Any person violating the provisions of §§ 172-1, 172-2, and 172-3 shall, upon conviction thereof, be sentenced to pay a fine of up to \$2,000 and, to the maximum lawful extent, make restitution to the Saddle River Board of Education. In determining the amount of restitution, the Municipal Court of the Borough of Saddle River, Bergen County, shall include amounts incurred by the Saddle River Board of Education, including but not limited to tuition costs, investigation expenses and attorneys' fees.

§ 172-6. Restitution.

Restitution ordered by the Municipal Court of the Borough of Saddle River, Bergen County, shall be paid to the Saddle River Board of Education within 30 days of such an order being final and not subject to further appeal. Unpaid restitution and fines may, upon the petition of the Saddle River Board of Education to the Municipal Court of the Borough of Saddle River, be converted into liens against the properties of the offending parties.

Saddle River School District

This form is to be completed by parents/guardians of all grades.

Student Name: _____
(Please print)

I have read the Borough of Saddle River Ordinance No. 15-911-C , an ordinance to prevent the unlawful enrollment of school children in the Saddle River School System and to provide penalties.

Parent/Guardian Name

Parent/Guardian Signature

Date

Attachment: Ordinance No. 15-911-C

Saddle River Public School

97 East Allendale Road
Saddle River, NJ 07458
Telephone (201) 327-0727

REGISTRATION MATERIALS

PRELIMINARY INFORMATION: PLEASE READ BEFORE PROCEEDING

The questions asked in the following pages will enable us to determine your student's eligibility to attend school in this district in accordance with New Jersey law. *Please be aware that N.J.S.A. 18A:38-1 and N.J.A.C. 6A:22 require that a free public education be provided to students between the ages of 5 and 20, and to certain students under 5 and over 20 as specified in other applicable law, who are:*

- Domiciled in the district, i.e., living with a parent or guardian whose permanent home is located within the district. A home is permanent when the parent or guardian intends to return to it when absent and has no present intent of moving from it, notwithstanding the existence of homes or residences elsewhere.
- Living with a person, other than the parent or guardian, who is domiciled in the district and is supporting the student without compensation, as if the student were his or her own child, because the parent cannot support the child due to family or economic hardship.
- Living with a person domiciled in the district, other than the parent or guardian, where the parent/guardian is a member of the New Jersey National Guard or the reserve component of the U.S. armed forces and has been ordered into active military service in the U.S. armed forces in time of war or national emergency.
- Living with a parent or guardian who is temporarily residing in the district.
- The child of a parent or guardian who moves to another district as the result of being homeless.
- Placed in the home of a district resident by court order pursuant to N.J.S.A. 18A:38-2.
- The child of a parent or guardian who previously resided in the district but is a member of the New Jersey National Guard or the United States reserves and has been ordered to active service in time of war or national emergency pursuant to N.J.S.A. 18A:38-3(b).
- Residing on federal property within the State pursuant to N.J.S.A. 18A:38-7.7 et seq.

Note that the following do not affect a student's eligibility to enroll in school:

- Physical condition of housing or compliance with local housing ordinances or terms of lease
- Immigration/visa status, except for students holding or seeking a visa (F-1) issued specifically for the purpose of limited study on a tuition basis in a United States public secondary school
- Absence of a certified copy of birth certificate or other proof of a student's identity, although these must be provided within 30 days of initial enrollment pursuant to N.J.S.A. 18A:36-25.1
- Absence of student medical information, although actual attendance at school may be deferred as necessary in compliance with rules regarding immunization of students, N.J.A.C. 8:57-4.1 et seq.
- Absence of a student's prior educational record, although the initial educational placement of the student may be subject to revision upon receipt of records or further assessment by the district

The following forms of documentation may demonstrate a student's eligibility for enrollment in the district. Particular documentation necessary to demonstrate eligibility under specific provisions in law will be indicated in the appropriate section of the registration form.

- Property tax bills, deeds, contracts of sale, leases, mortgages, signed letters from landlords and other evidence of property ownership, tenancy or residency.
- Voter registrations, licenses, permits, financial account information, utility bills, delivery receipts, and other evidence of personal attachment to a particular location.
- Court orders, State agency agreements and other evidence of court or agency placements or directives.
- Receipts, bills, cancelled checks and other evidence of expenditures demonstrating personal attachment to a particular location, or, where applicable, to support of the student.
- Medical reports, counselor or social worker assessments, employment documents, benefit statements, and other evidence of circumstances demonstrating, where applicable, family or economic hardship, or temporary residency.
- Affidavits, certifications and sworn attestations pertaining to statutory criteria for school attendance, from the parent, legal guardian, person keeping an "affidavit student," adult student, person(s) with whom a family is living, or others as appropriate.
- Documents pertaining to military status and assignment.
- Any business record or document issued by a governmental entity.
- Any other form of documentation relevant to demonstrating entitlement to attend school.

The totality of information and documentation you offer will be considered in evaluating an application, and, unless expressly required by law, the student will not be denied enrollment based on your inability to provide certain form(s) of documentation where other acceptable evidence is presented.

You will *not* be asked for any information or document protected from disclosure by law, or pertaining to criteria which are not legitimate bases for determining eligibility to attend school. You may *voluntarily* disclose any document or information you believe will help establish that the student meets the requirements of law for entitlement to attend school in the district, but *we may not, directly or indirectly, require or request:*

- Income tax returns
- Documentation or information relating to citizenship or immigration/visa status, unless the student holds or is applying for an F-1 visa
- Documentation or information relating to compliance with local housing ordinances or conditions of tenancy
- Social security numbers

Please be aware that any initial determination of the student's eligibility to attend school in this district is subject to more thorough review and subsequent re-evaluation, and that tuition may be assessed in the event that an initially admitted student is later found ineligible. If your student is found ineligible, now or later, you will be provided the reasons for our decision and instructions on how to appeal. The affidavits and registration forms submitted are **LEGAL DOCUMENTS**. By signing these forms, you are certifying that the information being submitted is true to the best of your knowledge. In the event that any of the information submitted is found to be fraudulent, you may be subject to criminal and civil penalties and tuition may be assessed for any period of ineligible attendance as stated above.

SADDLE RIVER PUBLIC SCHOOLS

97 East Allendale Road
Saddle River, NJ 07458
201-327-0727

Below are instructions for using the appropriate forms when registering your child for school.

Complete the forms below if the student is living with a parent or guardian whose permanent home is the address given on the registration form and is located in the district.

Saddle River Residency Form Section A Must be completed by parent/guardian.

Saddle River Residency Affidavit A Must be completed by Landlord only if there no written lease.

Complete all 3 "B" forms if the student is living with a person domiciled in the district, other than the parent/guardian.

Saddle River Residency Form Section B Must be completed by parent/guardian.

Saddle River Residency Affidavit B-1 Must be completed by parent/guardian.

Saddle River Residency Affidavit B-2 Must be completed by Saddle River resident the student is domiciled with.

Complete the 2 "C" forms below if the student and their parent/guardian are living in a temporary situation within the school district.

Saddle River Residency Form Section C Must be completed by parent /guardian

Saddle River Residency Affidavit C Must be completed by the Saddle River resident where the parent/guardian and student are living.

Complete the form below if the student's situation is not addressed in sections A, B, or C or if any of the "special circumstances" in section D apply. Example: CPS (Child Protection Services), Shelter our Sisters, etc.

Saddle River Residency Form Section D Must be completed by parent/guardian.

SECTION A
AFFIDAVIT OF RESIDENT OF SADDLE RIVER

STATE OF NEW JERSEY:

COUNTY OF BERGEN:

NOTE: *If applicant is married, this affidavit must be signed by both husband and wife.*

Sworn Statement for Right of Non-tuition School Attendance

_____ and _____ of full age and being duly sworn according to law and under oath say:

1. My/our domicile (permanent home) is in Saddle River at _____. I am/we are owner(s) of or rent the foregoing property. This has been my/our permanent residence since _____. A copy of my/our deed or lease, whichever is applicable, is attached hereto. If I/we do not have a lease, then I/we understand that I/we have to produce a sworn statement from my/our landlord which acknowledges my/our tenancy.
2. I/we am/are allowing the adult(s) named _____ and _____ and the child(ren) named _____, _____, and _____, to reside with me/us on a full-time basis in my/our domicile (permanent home).
3. This affidavit is made specifically to induce the Saddle River Board of Education to accept the child(ren) named above as a legally qualified student(s) in the Saddle River District public schools and without payment of tuition, knowing that the Saddle River Board of Education will rely upon the truth of the statements herein contained.
4. I/we agree to furnish any documentation that may be required by the Saddle River Board of Education and/or its administration to confirm the accuracy of any of my/our representations.
5. I/we fully understand and agree that any false or fraudulent statements, answers, or declarations contained in this affidavit or in the application for admission may render me/us personally liable to the Saddle River Board of Education for the payment of tuition per child for the State certified per child amount for the school year.
6. I/we fully understand and agree that, if I/we fraudulently allow the child(ren) named above to use my/our residence, I/we will have committed a disorderly persons offense. If I am/we are convicted of such an offence, I/we may be fined up to \$1000.00 and/or be imprisoned for up to six months.
7. I/we fully understand and agree that any false statements contained in this affidavit may subject me/us to criminal prosecution for the crime of false swearing in violation of N.J.S.A. 2C:28-2. If I am/we are convicted for such a crime, I/we may be punished by a fine of up to \$7,500.00 and/or be imprisoned for up to 18 months.

Signature of Applicant

Signature of Applicant

Printed Name of Applicant

Printed Name of Applicant

Sworn to and subscribed before me on this _____ day of _____, 20_____.

Notary Public of the State of New Jersey

My commission expires on _____

7/2019

Saddle River Board of Education

97 East Allendale Road
Saddle River, NJ 07458
Telephone: (201) 327-0727

SECTION A (DOMICILE)

Complete this section if the student is living with a parent or guardian whose permanent home is the address given on the Registration Form and is located in the district. If you are the student's guardian, or will be the guardian of a student from out-of-state following expiration of the required 6-month waiting period, you will be asked to provide official papers proving guardianship. You will not be asked to produce "affidavit student" proofs of the type requested in Section B below.

1. I am applying to register my child/ren _____ in the Saddle River School District.
2. I am aware that in order for my child/ren to enroll in and attend classes in the District that I must be domiciled in the District. I understand that this means that my permanent residence for the foreseeable future is in the Borough of Saddle River and that my child resides with me.
3. My domicile is: _____
 - a. How long have you lived in this home? _____
 - b. Do you have any present intention of moving from this home? If so, when and to where? _____
 - c. Do you have residences(s) elsewhere, and, if so, where are they and when do you live there? _____
4. I understand that my child/ren is/are entitled to attend school in the District on a tuition free basis only if I am domiciled therein.
5. Proof of residency must be provided to demonstrate that the address given above is your permanent home, and that such residence is not solely for the purpose of the student attending school in the district. Please list 3 forms of proof of residency. Deed or lease is mandatory along with 2 additional supplemental items such as: property tax bills, mortgages, voter registration, vehicle registrations, licenses, permits, bank statements, utility bills, credit card bills, phone bills, and canceled checks.
 1. _____
 2. _____

If you do not have a written lease, attach a copy of the "Residency Affidavit A" signed by your landlord, as well as three additional forms of proof.

If the student's parents are domiciled in different districts, regardless of which parent has legal custody, please answer the following questions:

Is there a court order or written agreement between the parents designating the district for school attendance, and if so, where does it require the student to attend school? (You will be asked to provide a copy of this document.) _____

Does the student reside with one parent for the entire year? If so, with which parent and at what address?

If not, for what portion of time does the student reside with each parent and at what addresses? _____

If the student lives with both parents on an equal-time, alternating week/month or other similar basis, with which parent did the student reside on the last school day prior to October 16 preceding the date of this application? _____

Please note:

- *No district is required, as a result of being the district of domicile for school attendance purposes where a student lives with more than one parent, to provide transportation for a student residing outside the district for part of the school year, other than transportation based upon the home of the parent domiciled within the district to the extent required by law.*
- *Under New Jersey law, where a dwelling is located within two or more local school districts, or bears a mailing address that does not reflect the dwelling's physical location within a municipality, the district of domicile for school attendance purposes is that of the municipality to which the resident pays the majority of his or her property tax, or to which the majority of property tax for the dwelling in question is paid by the owner of a multi-unit dwelling.*

**THE FOLLOWING ACKNOWLEDGEMENT MUST BE SIGNED FOR THIS APPLICATION
TO BE PROCESSED**

ACKNOWLEDGEMENT

This Registration Form is submitted for the purpose of inducing the Saddle River Board of Education to accept my/our child/children as a student(s) in the Saddle River Public Schools on a tuition-free basis. I/We state that the information contained in this Form is true and accurate and acknowledge the Saddle River Board of Education's reliance upon the truthfulness and accuracy of this information. If any of the statements contained in this Registration Form are willfully false, I/we are aware that I/we are subject to the criminal penalties provided by law for perjury and/or false swearing, and I/we will be personally liable for the payment of tuition for the child retroactive for the period of ineligible attendance of said child/children in the Saddle River Public Schools.

Signature of Applicant(s): _____

Date: _____

Signature of Applicant(s): _____

Date: _____

END OF SECTION A

**SADDLE RIVER PUBLIC SCHOOL DISTRICT
RESIDENCY AFFIDAVIT A**
Landlord's Affidavit (to be submitted with Lease)

STATE OF NEW JERSEY :
SS:
COUNTY OF BERGEN :

I, _____ OF FULL AGE, BEING DULY SWORN ACCORDING TO
LAW, UPON MY OATH DEPOSE AND SAY:

1. I reside at _____ in the town of _____, County of _____ and State of New Jersey.
2. I am the owner of property located at _____ in the Borough of Saddle River, County of Bergen and State of New Jersey. I am attaching to this Affidavit a copy of a deed or contract of sale to demonstrate that I own the property listed above.
3. I am renting the property or a separate rental unit in the property to _____ (hereinafter referred to as "tenant") for a term of _____. There is not a signed lease which memorializes the duration or terms of the rental agreement. The tenancy commenced on _____ and expires on _____. The tenant has _____ child/ren by the names of _____ who will reside with him/her (hereinafter referred to as "child/ren").
4. I agree to furnish information on the continued tenancy of the person named in paragraph two to the Saddle River Board of Education and its administration upon request.
5. This Affidavit is submitted for the purpose of inducing the Saddle River Board of Education to accept the child/ren residing with the tenant as a student/s in the Saddle River School District on a tuition free basis. I state that the information contained in this Affidavit is true and accurate and acknowledge that the Saddle River Board of Education will rely upon the truthfulness and accuracy of this information. If any of the statements contained in this Affidavit are willfully false, I am aware that I am subject to the criminal penalties for perjury and/or false swearing, and will remain subject to all other obligations and liabilities which are imposed by applicable law, including the payment of tuition retroactive for the period of ineligible attendance if it is determined that the child/ren was/were ineligible for tuition free education in the Saddle River School District.

Signature(s) of Landlord(s)

Sworn and subscribed to before me

This _____ day of _____ 20____

NOTARY PUBLIC OF NEW JERSEY

Saddle River School District

97 East Allendale Road
Saddle River, NJ 07458
Telephone: (201) 327-0727

SECTION B ("AFFIDAVIT" STUDENT)

Complete this section if **the student is living with a person domiciled in the district, other than the parent or guardian.**

Is the person domiciled in the district, supporting the student without remuneration as if the student were his or her own child, keeping the student for a longer time than the school term and assuming all personal obligations for the student relative to school requirements? Please explain. _____

Students are not eligible to attend school as "affidavit" students unless the student's parent or guardian is not capable of supporting or providing care for the student due to family or economic hardship, and unless it is clear that the student is not living in the district solely for purposes of receiving a public education there. Please explain the circumstances applicable in this case, with special attention to the parent/guardian's family and/or economic hardship. (Both the parent/guardian and District resident will be required to file a sworn statement with documentation to support the claims made.) _____

The parent/guardian MUST file a sworn statement ("Residency Affidavit B-1") regarding the non-support of the child, along with a copy of the District Resident's deed or contract of sale (if a homeowner), lease (if a tenant), or "Landlord Affidavit" (a sworn landlord's statement if a tenant without a written lease). In addition, the District Resident MUST file a sworn statement ("Residency Affidavit B-2")

Please note:

- *A student will not be considered ineligible because required sworn statements(s) cannot be obtained, so long as evidence is presented that the underlying requirements of the law are being met.*
- *A student will not be considered ineligible when evidence is presented that the student has no home or possibility of school attendance other than with a non-parent district resident who is acting as the sole caretaker and supporter of the student.*
- *A student will not be considered ineligible solely because a parent or guardian provides gifts or limited contributions, financial or otherwise, toward the welfare of the student, provided that the resident keeping the student receives no payment or other remuneration from the parent or guardian for the student's actual housing and support. Receipt by the resident of social security or other similar benefits on behalf of the student do not render a student ineligible.*
- *It is not necessary that legal guardianship or custody be obtained before a student will be considered for enrollment on an "affidavit" basis.*

Saddle River School District

97 East Allendale Road
Saddle River, NJ 07458
Telephone: (201) 327-0727

THE FOLLOWING ACKNOWLEDGEMENT MUST BE SIGNED FOR THIS APPLICATION TO BE PROCESSED

ACKNOWLEDGEMENT

This Registration Form is submitted for the purpose of inducing the Saddle River Board of Education to accept my/our child/children as a student(s) in the Saddle River Public School on a tuition-free basis. I/We state that the information contained in this Form is true and accurate and acknowledge the Saddle River Board of Education's reliance upon the truthfulness and accuracy of this information. If any of the statements contained in this Registration Form are willfully false, I/we are aware that I/we are subject to the criminal penalties provided by law for perjury and/or false swearing, and I/we will be personally liable for the payment of tuition for the child retroactive for the period of ineligible attendance of said child/children in the Saddle River Public School.

Signature of Applicant(s): _____

Date: _____

Signature of Applicant(s): _____

Date: _____

END OF SECTION B

**SADDLE RIVER PUBLIC SCHOOL
DISTRICT RESIDENCY AFFIDAVIT B-1
AFFIDAVIT PUPILS
(PARENT/GUARDIAN)**

STATE OF NEW JERSEY :
SS:
COUNTY OF BERGEN :

I, _____, OF FULL AGE, BEING DULY SWORN ACCORDING TO
LAW, UPON MY OATH DEPOSE AND SAY:

1. I am the parent/guardian of a child by the name of _____
(hereinafter referred to as "my child").
2. I am domiciled and reside at _____. This has been
my place of domicile and residence since _____.
3. My child is living with _____ (hereinafter referred
to as the "Saddle River Resident").
4. The Saddle River Resident resides at _____ in the Borough of
Saddle River, County of Bergen and State of New Jersey.
5. I am not capable of supporting or providing care for my child due to the following ☐ family or
☐ economic hardship (check one or both): _____
and therefore my child is living with _____ for reasons other than to receive a
free public education in the Saddle River Public School District. I am attaching to this affidavit any
and all documentation that supports my claim of hardship.
6. My child is living in the Saddle River Resident's home identified above and is being supported by the
Saddle River Resident, without any financial contribution from me or anyone else, as if he/she was the
Saddle River Resident's own child.
7. No other person is making any financial contribution for food, clothing or lodging on behalf of my
child.
8. The Saddle River Resident intends to keep and support my child gratuitously for a longer time than
merely through the school year.
9. The Saddle River Resident shall assume all personal obligations of my child relative to school
requirements and shall ensure that the child complies with all of the policies, rules and regulations of
the District and the laws of the State of New Jersey. In addition, I also assume joint and several
liability, along with the Saddle River Resident signing Residency Affidavit B-2, for any tuition
assessed if my child is determined to have been ineligible for tuition-free enrollment in the District
during any period of tuition-free enrollment which was allowed by the Saddle River Board of
Education.

10. I have read the affidavit of _____ (Residency Affidavit B-2) and hereby declare that the statements contained therein are absolutely true to the best of my knowledge and belief.
11. I agree to submit additional documentation that the District may request in order to support the validity of the statements I have made herein.
12. I am aware that I have an obligation to notify the District immediately if any of the above circumstances change.
13. This Affidavit is submitted for the purpose of inducing the Saddle River Board of Education to accept my child as a student in the District on a tuition-free basis. I state that the information contained in this Affidavit is true and accurate and acknowledge the Board of Education's reliance upon the truthfulness and accuracy of this information. If any of the statements contained in this Affidavit are willfully false, I am aware that I am subject to the criminal penalties provided by law for perjury and/or false swearing, and will remain subject to all other obligations and/or liabilities which I have assumed elsewhere in this Affidavit. Specifically, I am aware that I will be personally liable for the payment of tuition for my child retroactive for the period of ineligible attendance of my child in the District
14. Furthermore, I understand that if I have fraudulently claimed to have given up custody of my child to the Saddle River Resident, I may be found guilty of a disorderly persons offense under N.J.S.A. 18A:38- 1(c).

Signature of Non-Resident Parent(s)

Sworn and subscribed to before me This _____
_____ day of _____ 20____

NOTARY PUBLIC OF NEW JERSEY

**SADDLE RIVER PUBLIC SCHOOL
DISTRICT RESIDENCY AFFIDAVIT B-2
AFFIDAVIT PUPILS
(NON-PARENT RESIDENT)**

STATE OF NEW JERSEY :
SS:
COUNTY OF BERGEN :

I, _____, OF FULL AGE, BEING DULY SWORN ACCORDING TO
LAW, UPON MY OATH DEPOSE AND SAY:

1. I am domiciled and reside at _____, in the Borough of Saddle River, County of Bergen and State of New Jersey. This has been my place of domicile and residence since _____.
2. I own/rent (circle one) the premises identified above. If the premises are rented, I have attached an original or certified copy of the lease or a sworn statement from the landlord (if there is no lease) ("Residency Affidavit A"), together with three (3) additional forms of proof showing residence within the District. If the premises are owned, I have attached an original or certified copy of the deed or contract of sale, together with three (3) additional forms of proof showing residence within the District.
3. I desire to register a child by the name of _____ (hereinafter referred to as the "child") in the Saddle River Public School District (hereinafter referred to as "District").
4. The child's parents are not capable of supporting or providing care for the child due to the following
☐ family or ☐ economic hardship (check one or both): _____
_____. Furthermore, the child is not residing with me solely for the purpose of receiving a free public education in the District.
5. The child is living with me in my home at the Saddle River address listed above and is being supported by me, without any financial contribution from his/her parent(s) or anyone else, as if he/she was my own child.
6. No other person is making any financial contribution for food, clothing or lodging on behalf of the child.
7. I intend to keep and support the child gratuitously for a longer time than merely through the school year.
8. I agree to submit additional documentation which the District may request in order to support the validity of the statements I have made herein.
9. I shall assume all personal obligations for the child relative to school requirements, and I shall also ensure that the child complies with all of the policies, rules and regulations of the District and the laws of the State of New Jersey. In addition, I also assume joint and several liability, along with the child's parent(s)/guardian(s), for any tuition assessed if the child is determined to have been ineligible for tuition-free enrollment in the District during any period of tuition-free enrollment.

which was allowed by the Saddle River Board of Education either partially or entirely based upon this Affidavit.

10. I shall immediately notify the Board of Education if any of the above conditions change.
11. This Affidavit is made in compliance with N.J.S.A. 18A:38-1 and is submitted for the purpose of inducing the Board of Education to accept the child as a student in the Saddle River School District on a tuition-free basis. I state that the information contained in this Affidavit is true and accurate and acknowledge the Board of Education's reliance upon the truthfulness and accuracy of this information.
12. If any of the statements contained in this Affidavit are willfully false, I am aware that I am subject to the criminal penalties provided by law for perjury and/or false swearing, and will remain subject to all other obligations and /or liabilities which I have assumed elsewhere in this Affidavit.
13. Furthermore, I understand that if I fraudulently allow the child to use my Saddle River residence and I am not the primary financial supporter of the child, I may be found guilty of a disorderly persons offense under N.J.S.A. 18A:38-1(c).

Signature(s) of Resident(s) Supporting Child

Sworn and subscribed to before me This
_____ day of _____ 20____

NOTARY PUBLIC OF NEW JERSEY

Saddle River Public School

97 East Allendale Road
Saddle River, NJ 07458
Telephone: (201) 327-0727

SECTION C (TEMPORARY RESIDENT)

Complete this section if the student is living with a parent or guardian who is **temporarily residing within the district**, even if the parent has a domicile elsewhere. You must also provide a sworn statement ("Temporary Residency Affidavit C") signed by the individual(s) with whom you are presently residing. Those individual(s) must also provide proof of residency as if he or she were enrolling a child pursuant to Section A.

1. I am applying to register my child/ren _____ in the Saddle River Public School District.
2. I am currently temporarily residing with (This individual must fill out the Temporary Residency Affidavit C):
Name: _____ Relationship: _____
Address: _____ Town: _____
Phone: _____
3. I understand that my child is entitled to attend school in the District on a tuition free basis only if I have demonstrated that my temporary residence is not solely for the purpose of my child attending schools within the District.
4. How long have you lived in this residence? _____

5. Do you have a domicile or residences(s) elsewhere, and, if so, where are they and when do you live there? _____

Proof of residency must be provided to demonstrate that you are **temporarily residing** at the address given on the Registration Form of this application, and that such residence is not solely for the purpose of the student attending school in the district. **Please list 3 forms of proof of residency.** Deed or lease is mandatory along with 2 additional supplemental items such as; property tax bills, mortgages, voter registration, vehicle registrations, licenses, permits, bank statements, utility bills, credit card bills, phone bills, and canceled checks.

1. _____
2. _____
3. _____

If the student's parents are domiciled in different districts, regardless of which parent has legal custody, please answer the following questions:

Is there a court order or written agreement between the parents designating the district for school attendance, and if so, where does it require the student to attend school? (You will be asked to provide a copy of this document.) _____

Does the student reside with one parent for the entire year? If so, with which parent and at what address?

If not, for what portion of time does the student reside with each parent and at what addresses? _____

If the student lives with both parents on an equal-time, alternating week/month or other similar basis, with which parent did the student reside on the last school day prior to October 16 preceding the date of this application? _____

Please note: No district is required, as a result of being the district of temporary residence for school attendance purposes where a student lives with more than one parent, to provide transportation for a student residing outside the district for part of the school year, other than transportation based upon the home of the parent residing within the district to the extent required by law.

**THE FOLLOWING ACKNOWLEDGEMENT MUST BE SIGNED FOR THIS APPLICATION
TO BE PROCESSED:**

ACKNOWLEDGEMENT

This Registration Form is submitted for the purpose of inducing the Saddle River Board of Education to accept my/our child/children as a student(s) in the Saddle River Public Schools on a tuition-free basis. I/We state that the information contained in this Form is true and accurate and acknowledge the Saddle River Board of Education's reliance upon the truthfulness and accuracy of this information. If any of the statements contained in this Registration Form are willfully false, I/we are aware that I/we are subject to the criminal penalties provided by law for perjury and/or false swearing, and I/we will be personally liable for the payment of tuition for the child retroactive for the period of ineligible attendance of said child/children in the Saddle River Public Schools.

Signature of Applicant(s): _____ Date: _____

Signature of Applicant(s): _____ Date: _____

END OF SECTION C

4. The parent(s) shall retain all personal obligations of the child/children relative to school requirements and shall ensure that the child/children complies with all of the policies, rules and regulations of the Saddle River Public School District and the laws of the State of New Jersey.
5. I am aware that I have the obligation to notify the Saddle River Public School District immediately if any of the above circumstances change.
6. This Affidavit is made in compliance with the provisions of N.J.S.A. 18A:38-1 and is submitted for the purpose of inducing the Saddle River School District to accept the child as a student in the Saddle River School District on a tuition-free basis. I state that the information contained in this

Affidavit is true and accurate and acknowledge the Saddle River School District's reliance upon the truthfulness and accuracy of this information. I am aware that if any of the statements contained in this Affidavit are willfully false, I am subject to the criminal penalties provided by law for perjury and/or false swearing, and I will be personally liable for the payment of tuition for the child retroactive for the period of ineligible attendance of said child in the Saddle River School District.

Signature(s) of Resident(s)

Sworn and subscribed to before me

This ____ day of _____ 20 ____

NOTARY PUBLIC OF NEW JERSEY

Saddle River Public School

97 East Allendale Road
Saddle River, NJ 07458
Telephone: (201) 327-0727

SECTION D (SPECIAL CIRCUMSTANCES)

Please indicate if any of the following apply.

- ☐ The student is the child of a parent or guardian who has moved to another district as the result of being homeless.
- ☐ The student has been placed in the home of a district resident other than the parent or guardian by court order. (You will be required to provide a copy of the order.)
- ☐ The student has been placed in the district by Child Protection Services acting as the student's legal guardian.
- ☐ The student is a child of a parent or guardian who previously resided in the district and is a member of the New Jersey National Guard or the United States reserves ordered to active service in time of war or national emergency.
- ☐ The student is kept in the home of a person domiciled in the district, other than the parent or legal guardian, and the parent/guardian a member of the New Jersey National Guard or the reserve component of the United States armed forces and has been ordered into active military service in the United States armed forces in time of war or national emergency. Eligibility under this Section shall cease at the end of the school year during which the parent or guardian returns from active military duty. If this applies, when is the parent or guardian expected to return from active military duty? _____
- ☐ The student resides on federal property? Where? _____
- ☐ The student's circumstances do not appear to be addressed anywhere in this application. I understand that I will be contacted by the District for further information.
- ☐ The student and his parent/guardian are living in a Saddle River Hotel/Motel. Under this circumstance, a monthly bill must be submitted to the school.

**THE FOLLOWING ACKNOWLEDGEMENT MUST BE SIGNED FOR THIS APPLICATION
TO BE PROCESSED**

ACKNOWLEDGEMENT

This Registration Form is submitted for the purpose of inducing the Saddle River Board of Education to accept my/our child/children as a student(s) in the Saddle River Public School on a tuition-free basis. I/We state that the information contained in this Form is true and accurate and acknowledge the Saddle River Board of Education's reliance upon the truthfulness and accuracy of this information. If any of the statements contained in this Registration Form are willfully false, I/we are aware that I/we are subject to the criminal penalties provided by law for perjury and/or false swearing, and I/we will be personally liable for the payment of tuition for the child retroactive for the period of ineligible attendance of said child/children in the Saddle River Public School.

Signature of Applicant(s): _____

Date: _____

Signature of Applicant(s): _____

Date: _____

END OF SECTION D