



CASCADE HIGH SCHOOL

Everett Public Schools
801 E. Casino Rd.
Everett, WA 98203
(425) 385-6000
Fax (425) 385-6002

Notice to Parents/Legal Guardians

VERIFICATION OF ADDRESS

This notice is for parents or legal guardians enrolling a student or filing a change of address.

Verification of student address is required for enrollment or change of enrollment at a school in the Everett Public Schools.

Falsification of student or parent/guardian information, including an address, residence or conditions of living arrangements, to obtain a school assignment may be cause for the withdrawal of the student at the end of the current grading period and reassignment to their resident school. Written notice of intent to withdraw the student will be forwarded to the parent/guardian.

Students living with someone other than their parent/legal guardian must provide a NOTARIZED "Hold Harmless Agreement" or an "Affidavit of Student Residence," available from the school registrar. Additional verification may be requested, e.g. letter describing the living arrangement from the family with whom the student resides. In the case of students placed in temporary homes on the advice or direction of a public agency, e.g. Juvenile Court, Department of Social & Health Services, written evidence provided by an agency shall be considered sufficient to demonstrate necessity of a residential change and/or school assignment.

If a student is homeless, please inform the registrar or contact the following McKinney-Vento coordinator, Amy Perusse at (425) 385-4032 or aperusse@everettsd.org.

Please **PROVIDE AT LEAST ONE** of the following pieces of documentation for the school to review for proof of residency at the time of enrollment:

- **Utility bills (PUD, PSE, and Water) with name and address of parent/legal guardian.**
- **Building construction permit for residence with date of completion.**
- **Lease/Rental agreement specifying the date of occupancy within 30 days.**
- **Rent receipts.**
- **Accepted real estate contract for purchase of home with date of closing.**

For more information or questions regarding enrollment, please contact the registrar, Heather Coon at (425) 385-6015 or hcoon@everettsd.org.