

Residency Requirements

Permanent residency (physical presence within an intention to remain) in the Towns of Bantam, Litchfield or Northfield is the primary requirement for enrollment in the Litchfield Public Schools. Living with a Bantam/Litchfield/Northfield resident – even a close relative – for the purpose of attending Litchfield Public Schools is forbidden under Connecticut law and Litchfield Board of Education policy. Also in accordance with Connecticut school law, being a land owner, tax payer, or business owner in the town of Bantam/Litchfield/Northfield does not confer residency privileges for schools purposes.

Registration

Registration for residents new to Litchfield School District is conducted throughout the year in the office of the school your child will attend, depending on grade.

When registering your child, parents/guardians must be prepared to prove residency by providing the following documentation:

- Homeowner – copy of deed to your Bantam/Litchfield/Northfield home OR a fully executed (signed) contract for your home.
- Leasing/Renting with a signed lease – copy of your signed lease.
- Leasing/Renting without a signed lease – notarized affidavit of landlord-lessee of home.

Also required:

- A photo ID (CT driver's license, State ID card, or passport) showing current Bantam/Litchfield/Northfield address.
- Two current utility bills (land line telephone, water, electric, gas, oil or cable television – NOT cellphone – required within 30 days of registration)

NOTE: All documents must include the same name and address.

Additional documentation that is requested at the time of registration:

- A student's original birth certificate or unexpired passport
- Proof of immunization
- Proof of legal guardianship, if applicable
- Proof of legal custody, if applicable
- Most recent school records, including report cards, Special Education IEP, transcripts, and report cards if available.

Address Changes: School office must be presented with new proof of residency when an address change is made within the Litchfield School District.

Future Residents

At times families would like their children to attend school in the Litchfield Public Schools prior to the closing on their new Bantam/Litchfield/Northfield property. This is allowed under certain circumstances, and with certain stipulations:

- Future residents may provide a contract of purchase with a closing date, a construction contract with an anticipated move-in date, or a dated rental agreement. This contract or agreement must be signed and dated by both parties.
- Future residents must apply for admission through the Superintendent of Schools office to the Board of Education.
- If approved, up to a six week tuition waiver may be granted.

Non-Resident Students

The Board of Education may approve requests for school attendance for children living outside of the district.

- A request must be made to the Board of Education.
- A tuition fee will be charged which covers the educational expense for the child.
- Special Education fees are in addition to the tuition.
- Transportation is the responsibility of the parent/guardian.

If you have any questions regarding the registration of your child, please feel free to contact the school.

Litchfield Center School – (860) 567-7510 – grades PreK - 3

Litchfield Intermediate School – (860) 567-7520 – grades 4 – 6

Litchfield Middle School – (860) 567-7540 – grades 7 – 8

Litchfield High School – (860) 567-7530 – grades 9 -12