

EAST LONGMEADOW PUBLIC SCHOOLS

Achievement



Accountability

180 Maple Street
East Longmeadow, MA 01028-2788
Phone: (413) 525-5450

NEW STUDENT ENROLLMENT REQUIREMENTS & District Information

Where do I enroll my child?

You register your children at the Superintendent's Office. Please call the office at (413) 525-5450 to make an appointment and obtain directions to the office which is located on Norden Street.

What documents do I need?

A. Proof of your child's age: You are required to provide your child's birth certificate or passport.

B. Parent Photo ID (valid driver's license, passport, corporate or company photo ID, etc.)

C. Proof of residency: You are required to provide two documents as proof of residency. Examples:

1. Copy of Warranty or Quitclaim Deed
2. Copy of Recent Mortgage payment with customer's name and residential address.
3. Copy of rental/lease agreement or loan contracts with the customer's name, residential address, and signatures.
4. Copy of current homeowner's or renter's insurance policy with the customer's name and residential address.
5. Purchase/Sale agreement with an executed mortgage agreement (date of closing must be within 30 days of enrollment). Deed is to be produced 10 business days after closing.
6. Copy of current auto insurance policy/bill or auto registration with the customer's name and residential address.
7. Copy of recent pre-printed pay stub with the employer's name and address and with the employee's name and residential address. (delete/cover confidential information)
8. Copy of page 1 of recent income tax return, W-2 Form, or other official document with the employee/parent's name and residential address. (delete/cover confidential information)
9. Copy of recent bank statement or transaction related document on a form generated by the issuing bank and displaying the bank's name and mailing address, and the customer's name and residential address. (delete/cover confidential information)
10. Copy of a current utility bill (gas, electric, phone, cable TV, heating oil delivery bill) that contains the customer's name and residential address.
11. Copy of a current property tax, excise tax, water/sewer bill that contains the customer's name and residential address.
12. Copy of date-stamped US Postal Service "change of address" form.

How are children assigned to a school?

Students in grades kindergarten through 2 attend Meadow Brook School located at 607 Parker Street. Students in grades 3 through 5 will attend one of the following schools based on the location of your residence:

Mapleshade School located at 175 Mapleshade Avenue or

Mountain View School located at 77 Hampden Road

Students in grades 6 through 8 will attend Birchland Park Middle School located at 50 Hanward Hill and

Students in grades 9 through 12 will attend East Longmeadow High School located at 180 Maple Street.

What time is school in session?

School - Phone	Grades	Full Day	Early Release	2-hour Delay
Meadow Brook (525-5470)	K – 2	9:05 am – 3:15 pm	12:20 pm	11:05 am
Mapleshade (525-5485)	3 – 5	8:15 am – 2:30 pm	11:35 am	10:15 am
Mountain View (525-5490)	3 – 5	8:15 am – 2:30 pm	11:35 am	10:15 am
Birchland Park (525-5480)	6 – 8	7:37 am – 2:00 pm	11:05 am	9:37 am
High School (525-5460)	9 – 12	7:25 am – 1:45 pm	10:50 am	9:25 am