

**HEMPFIELD SCHOOL DISTRICT
SWORN STATEMENT BY RESIDENT UNDER 24 P.S. § 13-1302
(TO BE COMPLETED BY RESIDENT ONLY)**

ATTENTION: You must read and sign this form before filling out the required affidavit. If you have trouble understanding any part of this document, please contact the Student Services Office at 717-459-9009.

Under Section 1302(a)(2) of the Public School Code, 24 P.S. § 13-1302(a)(2), the state law for residents seeking to enroll non-resident students in the District's schools, for those children to receive a free public education the following guidelines must be met. (If, under 24 P.S. § 13-1305, 24 P.S. § 13-1306, or any other state law or regulation the following stipulations do not apply, different forms of documentation will be required.)

- **The resident receives no personal compensation or gain for keeping the child.** In other words, you, the resident, cannot receive any payment for keeping the child. You must tend to the child as if that child were your own, receiving no money as a reward for doing so. [Note: The resident's receipt of public payments, such as Supplemental Security Income (SSI), Transitional Assistance for Needy Families (TANF), pre-adoptive support or other payments for or on account of the child may not be deemed personal compensation or gain.] This means you are keeping the child "gratis". The school district will require that you submit at least one (1) of the following five (5) types of substantiation that this condition is being met, in addition to proof of residency. Please see the back of this page for a list of acceptable documentation.
- **The resident takes responsibility for the child in educational matters and assumes all attendance obligations.** This means that you, the resident, are responsible for the child's education including grades, attendance and behavior. If there are issues involving the school attendance of the child, it is your responsibility to get the child to school. If there is a need to enforce truancy laws, you will be the person held liable for the child's attendance. This could include fines set by a district magistrate or judge. In addition, if the child fails to properly care for school property and there is a need for money to be paid for repair or replacement, such payment will be your responsibility. Any disciplinary issues and resulting restitution will also be your responsibility.
- **The resident intends to keep and support the child continuously and not merely through the school term.** This means the child is to live with you, the resident, year-round. The child must live with you full-time and cannot just live with you during the times that school is in session and spend almost all other times with their parents elsewhere. This includes weekends, holidays, and the summer months. The living arrangement is to be 24 hours per day, seven days per week, and 365 days per year.

The school district requires you to file the accompanying sworn statement, whereby you attest or swear to the above conditions. This legally binds you to the terms of the law and any violation could result in legal action including legal fees, collection fees, and fines set by a court of law. This sworn statement is only valid during the school year for which it was completed. A new sworn statement and a current copy of the required additional documentation must be submitted each school year.

THE SCHOOL DISTRICT RESERVES THE RIGHT TO VERIFY THE RESIDENCY OF ANY STUDENT.

You are responsible for notifying the school district immediately of any change regarding the child's residency and/or the contents of the sworn statement.

Your signature below indicates that you have read and understand the conditions of the Guardianship Affidavit.

(Guardian/Resident Name)

(Date)

(Guardian/Resident Name)

(Date)

**GUIDELINES FOR REASONABLE INFORMATION
TO SUBSTANTIATE SWORN STATEMENT BY RESIDENT UNDER 24 P.S. §13-1302**

Pursuant to Act 35 of 2001 (24 P.S. §13-1302(a)(2)), school districts may request information from the resident to substantiate the assertions made in the sworn statement of the resident, provided that the district has adopted a policy regarding this additional substantiating information and that the policy conforms with this Basic Education Circular. If the school district has elected to require substantiating information and advised the resident thereof, then the resident must submit the information before the district is required to accept the child as a student.

Examples of documentation that can support the factors in §1302 include:

Signer is a Resident of the District as Evidenced by a copy of their photo ID and one of the following:

- Current Utility bill
- Deed
- Full Lease (signed within 30 days)
- Pennsylvania Department of Transportation vehicle registration
- Property tax bill
- Copy of State/Federal program enrollment, (examples include, but not limited to, TANF or CHIP).

Signer is Supporting the Child Gratis Evidenced by one of the following:

- Copy of Federal or State tax form from the current or immediately preceding tax year which lists the child as a dependent of you, the resident.
- Copy of completed county form or court order transferring child support payments to resident, if applicable
- Copy of completed State form notifying Department of Welfare of child's new residence, if applicable,
- Copy of lease/rental agreement identifying the child as a tenant, if applicable
- Documentation that the child's parent(s) has been deployed for active military duty.

A resident's receipt of payments, such as Supplemental Security Income (SSI), Transitional Assistance for Needy Families (TANF), pre-adoptive support, child support, maintenance on public or private health insurance, support from the military or military personnel or other payments for or on account of the child shall not be deemed to be personal compensation or gain.

Signer will Assume All Personal Obligations for the Child Relative to School Requirements
Sworn statement by resident shall be satisfactory evidence thereof.

Signer Intends to so Keep and Support the Child Continuously and Not Merely Through the School Term
Sworn statement by resident shall be satisfactory evidence thereof.

Date Received: _____

- New
- Renewal

1302 Guardianship Affidavit

INSTRUCTIONS: Please complete the following statement. If the child is living or will be living in a household with two resident adults who will assume responsibility for the child both residents must complete and sign this statement. *A new sworn statement and a current copy of the required additional documentation must be submitted each school year.*

I/we, _____, being duly sworn according to law depose and say:
Resident(s)

1. That _____, born on, _____, a child of school age,
(Child's Name) (Birthdate)
but not my own, is being kept in my home at _____,
(Address)
home phone number _____.

2. What is your relationship to the student? _____

3. The name(s) of the child's sibling(s) and school(s) they attend are:

4. The child began residing in my home on _____ and will reside in my home
(Date)
until _____.
(Date)

5. During school holidays and the summer months the child will reside with _____.
(Name)

6. Will anyone else contribute to the child's support? Yes _____ No _____ If yes, please provide the information below:

(Name)	(Relationship)	(Type(s) of support)
(Name)	(Relationship)	(Type(s) of support)

7. Who will claim this child as a dependent for state/federal income tax purposes?

(Name)

8. Does the student have an IEP or a 504 Plan? Yes _____ No _____

9. Will you assume all personal obligations related to school requirements for this child that may include providing for required immunizations, uniforms, fees/fines, citations/fines for truancy, attending parent/teacher conferences, attending meetings/hearings concerning discipline, and fulfilling any special education requirements, and obligations for making all educational decisions?
Yes _____ No _____

10. Parent Information - Name: _____
Address: _____ Phone Number: _____

NEED HELP? If you have trouble understanding any part of this document, please feel free to contact the Student Services Office at 717-459-9009.

I, the resident, understand that I am liable for any payment of tuition and any other expenses to the school district if it is found that there has been a violation of law and/or School Board Policy. I grant the school district permission to investigate the information I have presented in this statement by discussing the presented information with all appropriate parties, as necessary, to confirm the factual accuracy.

I ASSERT THAT THE FACTS SET FORTH HEREIN ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF. I UNDERSTAND THAT IT IS A SUMMARY CRIMINAL OFFENSE TO KNOWINGLY PROVIDING FALSE INFORMATION IN THIS SWORN STATEMENT FOR THE PURPOSE OF ENROLLING A CHILD IN THE DISTRICT'S SCHOOLS, AND THAT THE PENALTY FOR SUCH AN OFFENSE IS A FINE OF NOT MORE THAN ONE THOUSAND DOLLARS (\$1000), OR 240 HOURS OF COMMUNITY SERVICE, OR BOTH, IN ADDITION TO PAYMENT OF THE DISTRICT'S COURT COSTS AND TUITION FEES.

I further certify that I will notify the Hempfield School District immediately in the event that the facts set forth herein shall no longer be correct or shall change. I also certify that I will cooperate with and be responsive to requests for information or investigation concerning the continuing validity of this sworn statement.

I make this sworn statement in accordance with the Pennsylvania School Code, to aid the Hempfield School District in determining whether the above child/student shall be accorded school privileges the same as resident pupils.

I, the resident, have read and understand the contents of this document. Through my notarized signature, I grant the school district permission to investigate the above information that I have presented in this sworn statement for confirmation and factual accuracy.

I _____ do hereby swear or affirm that the statements given above are true and correct.
(Name of Resident)

Signature required in presence of notary Date

I _____ do hereby swear or affirm that the statements given above are true and correct.
(Name of Resident)

Signature required in presence of notary Date

If applicable:

I, _____ do hereby authorize _____ to be responsible for my child.
(Name of Parent) *(Name(s) of Resident(s))*

Signature required in presence of notary Date

Commonwealth of Pennsylvania
County of Lancaster

Signed and sworn to (or affirmed) before me

on _____

(Notary Public)