



Affidavit for School Enrollment (24 P.S. §13-1302)

Instructions

If a child is living with you (the “Resident”) and you are not their parent, the child has a right to attend public school where he/she lives if certain conditions are met. All requirements of Bear Creek Community Charter School’s Student Admissions Policy must be met.

If You Have Legal Custody of the Child

If you have legal custody of the child residing with you, provide a copy of the court order or other appropriate paperwork to the School. You will also have to complete other enrollment paperwork, along with providing proof of residency, immunization documents, and a sworn statement about the child’s discipline history.

If You Do Not Have Legal Custody of the Child

Pennsylvania Law (24 PS 13-1302) states “when a resident of any school district keeps in his/her home a child of school age, not his/her own, supporting the child gratis as if the child was his/her own, such child shall be entitled to all free school privileges afforded to resident children of the school district.”

Before accepting the child as a student, Bear Creek Community Charter School requires the Resident to file with the School, a sworn statement that (1) the person is a resident of the school district; (2) the person is supporting the child gratis; (3) the person is assuming all personal obligations for the child relative to school requirements; and (4) the person intends to keep supporting the child continuously throughout the year, including weekends and summers.

1. **Acceptable Proof of Residency.** Parents and legal guardians of prospective new students are required to provide proof of residency acceptable to the school prior to admission. Acceptable documentation proving residency includes a current and valid driver’s license with photograph or a current and valid Department of Transportation photo identification card **AND** one (1) of the following original documents:
 - a. Current utility bill (electricity, public water, public sewer, natural gas, cable television, or land-line telephone), dated within the last 45 days;
 - b. Current deed to primary residence;
 - c. Current lease of primary residence;
 - d. Property tax bill for the primary residence the most current tax cycle;
 - e. Most recent real estate mortgage statement for primary residence;
 - f. Homeowner’s insurance policy for primary residence for the current policy period;

- g. Copy of a state or federal program enrollment with address, including Temporary Assistance to Needy Families, Children's Health Insurance Program, etc.;
- h. Voter registration card.

All documentation proving residency must match. The name of the parent/guardian and the primary address of the student provided on the student admission paperwork must match the photo identification and secondary source document that is provided.

Bear Creek Community Charter School reserves the right to require a student to withdraw from the school if it is later determined that a student has been enrolled at Bear Creek Community Charter School under false pretenses (fraudulent address to gain preference, fraudulent documentation to obtain sibling preference, etc.). By completing the enrollment process, parents certify the information and documentation they provide the school is true and accurate.

- 2. 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. This means you are keeping the child "gratis".

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.

Bear Creek Community Charter School requires the Resident to submit at least one (1) of the following types of substantiation that this condition is being met:

- a. A copy of a health insurance policy/card listing the child as eligible for services as your (the Resident's) dependent
 - b. A copy of a completed county form or court order transferring child support payments to the Resident
 - c. A copy of a completed state form notifying the Department of Welfare of the child's new residence
 - d. A copy of a federal or state tax form listing the child as a dependent of the Resident
 - e. Documentation that the child's parent(s) has/have been deployed for active military duty
- 3. The Resident takes responsibility for the child in education 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 district magistrate or judge. Also, 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.

4. 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 time with his or her parents elsewhere. This includes weekends, vacations and summer vacation. The living arrangement is to be 24 hours per day, seven days per week, and 365 days per year.

Bear Creek Community Charter School requires you to file this 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. **You must submit a new sworn statement and a current copy of the required additional documentation must be submitted each school year; otherwise the child may be dropped from enrollment as an active student.**

Local school districts have a vested interest in assisting Bear Creek Community Charter School to ensure proper residency, since they provide funding to the charter school on a per pupil basis. Bear Creek Community Charter School reserves the right to verify the physical residency of any student, and will be working with the home/school visitors of local school districts to ensure residency information provided on this sworn statement is accurate.

If it is found that the information contained in the sworn statement is false, the child/children must be removed from Bear Creek Community Charter School after notice of an opportunity to appeal the removal is provided.

Sworn Statement for School Enrollment (24 P.S. §13-1302)

This is a legal document. You may ask to see a copy of 24 P.S. §13-1302 prior to signing this document, and consult with an attorney if you have any questions or do not understand any portion of this document

This form is to be completed by the Resident with which the prospective incoming student resides on a full-time basis.

Your Name: _____

Home Address: _____
Street, City, State and Zip Code

Home Telephone: _____ Cell Phone: _____

What School District do you reside in? _____

Child's Full Name: _____

Date of Birth: _____

Date child will begin residing in your home on a full-time, year-round basis: _____

Do you intend to keep and support this child continuously and not merely through the school term?
 Yes No

Who will the child reside with during summer vacations? _____

Are you supporting this child gratis, without personal compensation or gain? Yes No

Who will claim this child as a dependent for tax purposes? _____

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

Is there currently a support order for the child that has been entered by a court or other party?
 Yes No

Resident Acknowledgment

Through my notarized signature, I:

1. Acknowledge that I have read the foregoing information regarding the Affidavit for School Enrollment (24 P.S. §13-1302), including the instructions, and I have received a copy thereof; and
2. Understand and agree that I will abide by the requirements set forth by Bear Creek Community Charter School; and
3. Grant Bear Creek Community Charter School, its successors and/or assigns, permission to investigate the information that I have presented in this affidavit for confirmation and factual accuracy; and
4. Verify that all the information presented and contained in this sworn statement is true and correct to the best of my knowledge, information and belief; and
5. Acknowledge that the child will lose enrollment privileges at Bear Creek Community Charter School if information contained in this sworn statement or other enrollment documentation is proven to be false; and
6. Understand that any false statements herein are made subject to the penalties of 18 C.S. §4904, relating to unworn falsification of authorities. False swearing is a misdemeanor of the third degree and is punishable by a fine of up to \$2,500.00, imprisonment for one year, or both. Additionally, you may subject yourself to a civil action for damages if it is later shown that the above child is not properly entitled the educational benefits received paid for by the resident school district.

Printed Name of Non-Parent Caregiver (Resident)

Signature of Non-Parent Caregiver (Resident)

Commonwealth of Pennsylvania

County of Luzerne

Signed (or attested) before me on this 27th day of April, 2019, by _____.

Michelle A. Sminkey, Notary Public