

FREDERICK COUNTY PUBLIC SCHOOLS	Reg. No. 400-81
Subject: KINSHIP CARE	Date of Issue: 5/10/06
Preparing Office: Office of the Superintendent	Amended: 9/30/08

- I. Policy
(COMAR 13A.08.05 and Annotated Code of Maryland, Education Article §§ 2-205, 4-122.1, and 7-101),
- II. Procedures
 - A. Definitions
 1. “Informal kinship care” means a living arrangement in which a relative of a child, who is not in the care, custody, or guardianship of the local department of social services, provides for the care and custody of the child due to a serious family hardship.
 2. “Serious family hardship” means:
 - a. Death of a parent or legal guardian of the child, supported by a copy of death certificate or other proof;
 - b. Serious illness of a parent or legal guardian of the child supported by a copy of doctor’s report, note, or other proof;
 - c. Drug addiction of a parent or legal guardian of the child supported by documentation from a treatment provider or parent, or other proof;
 - d. Incarceration of a parent or legal guardian of the child, supported by documentation from the legal system, detention center, or other proof;
 - e. Abandonment by a parent or legal guardian of the child supported by notarized statements from all legal guardians, or documentation from court, social services, or other proof; or
 - f. Assignment of a parent or legal guardian of a child to active military duty supported by copy of military orders or other proof.
 3. “Relative” means an adult related to the child by blood or marriage within the fifth degree of consanguinity.
 4. “Consanguinity” means blood relationship.

B. General Provisions

1. The superintendent shall allow a child who is a Maryland resident to attend a Frederick County school if:
 - a. The child lives with a relative providing informal kinship care in the county; and
 - b. The relative verifies the informal kinship care relationship through a sworn affidavit and supporting documentation of one or more serious family hardships, which includes, but is not limited to:
 - (1) Death certificate for death;
 - (2) Verification by physician or hospital for serious illness;
 - (3) Verification by treatment provider for drug addiction;
 - (4) Verification by legal system or detention center for incarceration;
 - (5) Notarized statements from legal guardians or verification from court or social services for abandonment;
 - (6) Military orders for assignment to military duty; and
 - (7) The telephone number and address of any authority who is legally authorized to reveal information which can verify the assertions in the affidavit.
2. The supporting documentation required shall be consistent with local, state, and federal privacy and confidentiality policies and statutes.
3. The affidavit and supporting documentation shall be submitted prior to September 30 of each year.
4. If the relative providing informal kinship care does not submit the appropriate supporting documentation with the affidavit or within thirty (30) calendar days of submitting the affidavit, the school system may withdraw the child from school or may charge the relative school tuition.
5. If a change occurs in the care or in the serious family hardship of the child, the relative providing informal kinship care for the child is responsible for notifying the local school system in writing within thirty (30) days after the change occurs.

6. The relative providing informal kinship care shall make the full range of educational decisions for the child unless the court:
 - a. Appoints a guardian for the child; or
 - b. Awards custody of the child to someone other than the relative providing informal kinship care.

C. Penalties

1. If fraud or misrepresentation is discovered during an audit, the superintendent shall remove the child from the public school or the county school system roll;
2. Any person who willfully makes a material misrepresentation in the affidavit shall be subject to a penalty payable to the county for three times the prorated share of tuition for the time the child fraudulently attends a public school in the county.

Approved:

Original signed by

Linda D. Burgee
Superintendent

FREDERICK COUNTY PUBLIC SCHOOLS
AFFIDAVIT OF CHILDREN IN INFORMAL KINSHIP CARE

I, the undersigned, am over eighteen (18) years of age and competent to testify to the facts and matters set forth herein.

_____ (name of child), whose date of birth is _____,
is living with me because of the following serious family hardship (Check all that apply):

- Death of father/mother/legal guardian
- Serious illness of father/mother/legal guardian
- Drug addiction of father /mother legal guardian
- Incarceration of father/mother/legal guardian
- Abandonment by father/mother/legal guardian
- Assignment of parent or legal guardian of a child to active military duty

YOU MUST HAVE THE FOLLOWING SUPPORTING DOCUMENTS IN ORDER TO FILE FOR KINSHIP CARE:

- Death certificate for death
- Verification by physician or hospital for serious illness
- Verification by treatment provider for drug addiction
- Verification by legal system or detention center for incarceration
- Notarized statements from legal guardians or verification from court or social services for abandonment
- Military orders for assignment to military duty
- The telephone number and address of any authority who is legally authorized to reveal information which can verify the assertions in the affidavit

Name of Frederick County Public School where this child will enroll _____

My relationship to the child is _____

My name is _____

My address is _____

My telephone number is _____

I assumed informal kinship care of this child for 24 hours a day and 7 days a week on
_____ (month/day/year)

PLEASE COMPLETE THE REVERSE SIDE

PAGE 2

FREDERICK COUNTY PUBLIC SCHOOLS
AFFIDAVIT OF CHILDREN IN INFORMAL KINSHIP CARE

The name and last known address of the child's parent(s) or legal guardian is:

Name

Street

City

State

Zip

The name and address of the last school that the child attended is:

I understand that the local superintendent of schools may verify the facts contained in the foregoing affidavit and conduct an audit, on a case-by-case basis, after the child has been enrolled in the local public school system. If the local superintendent discovers fraud or misrepresentation, the child shall be removed from the rolls of the local public school system.

I understand that if a change occurs in the care or in the serious family hardship of the child, I am required to notify the local school system in writing within 30 days after the change occurs.

I also understand that any person who willfully makes a material misrepresentation in the affidavit shall be subject to a penalty payable to the county/city for three times pro rata share of tuition for the time the child fraudulently attended a public school in the county/city.

I solemnly affirm under the penalties of perjury that the contents of the foregoing are true to the best of my knowledge, information, and belief.

Printed name of relative assuming kinship care

Signature of relative assuming kinship care

Date (month/day/year)

**RETURN TO THE DEPT. OF STUDENT SERVICES
FCPS, 191 South East Street, Frederick, MD 21701**