

Grandparent's Affidavit Parent and Grandparent Information Sheet

A grandparent may use his/her address for enrollment purposes for a grandchild in a North East Independent School District if the grandparent provides substantial after-school care as identified by House Bill 283. The District has determined *substantial after-school care* to be a minimum of one hour per day for three days of every school week. The grandchild will be enrolled in the attendance area of the school in which the grandparent resides. The parent **MUST** reside **outside** of Northeast ISD in order to qualify for a Grandparent Affidavit.

In order to secure a Grandparent's Affidavit, either the parent or grandparent must schedule an appointment through Pupil Personnel Services at Central Office, 8961 Tesoro Drive. The phone number is 407-0070. Parent, grandparent and student(s) must be present for the appointment. For the appointment, grandparent(s) and parent(s) must provide a current utility or water bill, or a current apartment lease signed by the manager. Parent and grandparent must provide a current picture I.D.

If the Affidavit is approved, the grandparents and parents will enroll the student at the school. For enrollment purposes, the parent must provide the following documents:

- approved affidavit and proof of residency of grandparent from PPS
- parent's current proof of residence—either a current utility or water bill, or a current apartment lease signed by the apartment manager.
- student's original birth certificate
- current shot record
- most recent withdrawal form or report card

Parents will remain the accountable adult for the child, i.e., responsible for enrollment/withdrawal, signing documents, attending conference, etc. Without written acknowledgement from the parent on file at the campus, grandparents are limited to participation as precluded by confidentiality laws.

Transportation will be the responsibility of the parents and grandparents.

A Grandparent's Affidavit is good for one school year. Grandparents and parents must renew the Grandparent Affidavit each school year. This renewal is done at the campus yearly for all grades except for 5th rising to 6th and 8th rising to 9th. These students are to be directed to Pupil Personnel Services for possible renewal.

If a grandparent's address changes **or** level of after-school care decreases below the established standard within the school year, the Affidavit is void. When an Affidavit must be voided during the school year, the student may be allowed to complete the current grading period at the Principal's discretion. If the grandparent's new address remains within the District boundary, the grandparent and parent may reapply through Pupil Personnel Services.