

AFFIDAVIT

Commonwealth of Virginia
Loudoun County, to-wit:

_____, being first duly sworn upon oath, based upon his/her personal knowledge, answers the following questions as noted in his/her handwriting on this page, which are propounded by duly authorized officials of the Loudoun County Public Schools Division (Division) concerning a pupil's identity and age requesting enrollment as a pupil within the Division in accordance with Section 22.1-3.1 of the Code of Virginia.

1. What is your name? _____
2. Have you been advised by an official of the Division, and do you understand that you are required to answer the questions contained in this Affidavit as a condition to your enrollment and admission of a pupil into the Division because of your inability to supply the Division with a certified copy of the pupil's birth record? _____
3. Do you understand that giving a false or otherwise untrue answer to any of the questions in this Affidavit could result in a criminal charge of perjury being brought against you? _____
4. Do you understand that when a question in this Affidavit asks if you have knowledge of or if you know of an instance or situation, it means that you are expected to relate any knowledge you may have about the incident, whether it be personal knowledge or information received from other people, and to relate the source of your knowledge and information? _____
5. What is the full name of the pupil you wish to enroll in this Division? _____
6. What is the age, date and place of birth of the pupil being enrolled in this Division? _____
7. Who are the parents, parents by legal adoption, or person serving in loco parentis and responsible for the care of the pupil desire to be enrolled? _____
Where do they reside? _____
8. Do you have legal custody imposed by a court order or have you been designated court-appointed guardian for the pupil desired to be enrolled? _____ What court entered such order and what type of case was it (i.e., custody hearing, etc.)?

9. Why are you unable to present a certified copy of the birth records of the enrolling student? _____
10. What documentary (written) proof can be or is offered of the pupil's identity and age, attach same hereto?

11. To the best of your knowledge has this pupil ever been reported to any law enforcement agency as a missing child? _____
If response to question #11 is yes, identify by name and address the law enforcement agency and date of report.

AFFIANT

Subscribed and sworn to before me this _____ day of _____, 20____, Witness my hand in official seal.

My commission expires: _____
(SEAL)

Notary Public

§ 22.1-3.1. Birth certificates required upon admission; required notice to the local law-enforcement agency.

- A. No pupil shall be admitted for the first time to any public school in any school division in this Commonwealth unless the person enrolling the pupil shall present, upon admission, a certified copy of the pupil's birth record. The principal or his designee shall record the official state birth number from the pupil's birth record into the pupil's permanent school record. If a certified copy of the pupil's birth record cannot be obtained, the person so enrolling the pupil shall submit an affidavit setting forth the pupil's age and explaining the inability to present a certified copy of the birth record. If the school division cannot ascertain a child's age because of the lack of a birth certificate, the child shall nonetheless be admitted into the public schools if the division superintendent determines that the person submitting the affidavit presents information sufficient to estimate with reasonable certainty the age of such child.**
- B. Upon the failure of any person enrolling a pupil to present a certified copy of the pupil's birth record, the principal of the school in which the pupil is being enrolled or his designee shall immediately notify the local law-enforcement agency. The notice to the local law-enforcement agency shall include copies of the submitted proof of the pupil's identity and age and the affidavit explaining the inability to produce a certified copy of the birth record.**
- C. Within fourteen days after enrolling a transferred pupil, the principal of the school in which the pupil has been enrolled or his designee shall request that the principal or his designee of the school in which the pupil was previously enrolled submit documentation that a certified copy of the pupil's birth record was presented upon the pupil's initial enrollment.**
- D. Principals and their designees shall be immune from any civil or criminal liability in connection with any notice to a local law-enforcement agency of a pupil lacking a birth certificate or failure to give such notice as required by this section.**

(1990, c. 295; 1991, c. 523.)