

Limited Guardianship

***When a child is going to reside with another adult (other than the parent or relative) we are mandating that adult/person (who the child is residing with) receive guardianship (for educational purposes) from the courts.**

***The guardianship that the person needs is actually called "limited" guardianship.**

***When a limited guardianship situation arises please direct the person to the Office of Probate at the St Charles Courts Building (300 N Second St, STE 512). The fee is \$78.**

***Once the form is completed and the fee is paid, the form should be turned into the school. You will see a "file" stamp from/of the court and a probate/court number. This tells you that the limited guardianship application has been submitted to the court.**

***An official court letter (appointing limited guardianship) needs to be turned into the school. This usually takes around 2 weeks. This letter will be your proof of the guardianship.**

***It is essential that limited guardianship is granted to the person (who the child is residing with) AND there must be true intent for the child to reside with the "limited" guardian (the majority of the time). -Limited guardians should know that "check-ups" will be conducted if the school has evidence or believes the student is NOT residing (sleeping) at the home (approved district address) of the limited guardian.**

***Please call the HR dept when dealing with any limited guardianship situations to ensure a successful process/outcome.**