

IMMUNIZATIONS

Policy

All students admitted to school in the District must present immunization records as required by law. A student may be waived from the immunization requirement when the student, if an adult, or the student's parent, guardian or legal custodian submits a written statement objecting to the immunization for reason of health, religion or personal conviction.

An immunization plan shall be developed in cooperation with the Rock County Public Health Department to ensure that the District is in compliance with the immunization requirements. This plan shall be submitted to the Department of Health and Family Services annually in accordance with state law.

Procedure

1. When students register for school, the school nurse, health aide or their designee will collect required immunization records. These records will be reviewed under the direction of the school nurse.
2. The Wisconsin Department of Health and Family Services' School Compliance Time Line for Immunizations shall be followed.
3. Written evidence of required immunizations or a written waiver request shall be submitted to the school nurse within 30 days of each student's admission to school. Students who are not in compliance may be excluded from school for no more than 10 consecutive days unless, prior to the 11th day of exclusion, the Board provides the student and parent/guardian/legal custodian with an additional notice, a hearing and opportunity to appeal the exclusion in accordance with state laws.
4. Upon certification by a licensed physician that an immunization required is or may be harmful to the health of a student, the requirements for that immunization shall be waived and the waiver submitted to school.
5. The following forms will be completed and sent to the appropriate parties under the direction of the school nurse: (a) Legal Notice (DPH 4001), (b) School Report to Local Health Department (DPH 4002), and (c) School Report to the District Attorney (DPH 4212).
6. When a student withdraws from school, the principal or their designee will forward a copy of the student's immunization records to the new school along with other appropriate records.
7. Continuous monitoring of immunization records will be done throughout the school year by the school nurse/health aide.
8. The student's immunization records will be entered on the computer in the student's database by the health aide under the direction of the school nurse.
9. Immunizations and any related costs will be the responsibility of the student, if an adult, or the parent(s)/guardian/legal custodian of a minor student.

LEGAL REF.: 118.125 - Wisconsin Statutes
 120.12(16) - Wisconsin Statutes
 252.04 - Wisconsin Statutes
 HFS 144 - Wisconsin Administrative Code

CROSS REF.: 347 - Student Records
 420 - School Admissions
 453.3 - Communicable Diseases
 882 - Relations with External Agencies

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