

**ROSEVILLE AREA SCHOOLS**  
INDEPENDENT SCHOOL DISTRICT NO. 623

Policy 548 – Immunizations

1.0 Purpose

The purpose of this policy is to require that all students receive the proper immunizations as mandated by Minnesota School Immunization Law to ensure the health and safety of all students.

2.0 General Statement of Policy

All students are required to provide proof of immunization, or appropriate documentation exempting the student from such immunization, and such other data necessary to ensure that the student is free from any communicable diseases, as a condition of treatment.

3.0 Student Immunization Requirements

3.1 No student may be enrolled or remain enrolled, on a full-time, part-time, or shared-time basis, in any elementary or secondary school within the school district until the student or the student's parent or guardian has submitted to the designated school district administrator the required proof of immunization. Prior to the student's first date of attendance, the student or the student's parent or guardian shall provide to the designated school district administrator one of the following statements:

3.1.1. A statement, from a licensed health care provider or a public clinic which provides immunizations, stating that the student received the immunizations required by Minnesota School Immunization Law, consistent with medically acceptable standards; or

3.1.2 A statement, from a licensed health care provider or a public clinic which provides immunizations, stating that the student received the primary schedule of immunizations required by Minnesota School Immunization Law and has commenced a schedule of the remaining required immunizations, indicating the month, day and year each immunization was administered, consistent with medically acceptable standards.

3.2 The statement of a parent or guardian of a student or an emancipated student may be substituted for the statement of a licensed health care

## Policy 548 - Immunizations

provider or public clinic that administers immunizations. If such a statement is substituted, this statement must indicate the month, day and year each immunization was administered. The designated school district administrator will provide information to the parent or guardian of a student or an emancipated student of the dosages required for each vaccine according to the age of the student.

- 3.3 The parent or guardian of persons receiving instruction in a home school shall submit one of the statements set forth in 3.1.1 or 3.1.2 above or statement of immunization set forth in 4.0 to the designated school district administrator each school year.
- 3.4 When there is evidence of the presence of a communicable disease, or when required by any state or federal agency and/or state or federal law, students and/or their parents or guardians may be required to submit such other health care data as is necessary to ensure that the student has received any necessary immunizations and/or is free of any communicable diseases. No student may be enrolled or remain enrolled in any elementary or secondary school within the school district until the student or the student's parent or guardian has submitted the required data.
- 3.5 The school district may allow a student transferring into a school a maximum of thirty (30) days to submit a statement specified in 3.1.1 or 3.1.2 above or 4.0 below.
- 3.6 Students who do not provide the appropriate proof of immunization or the required documentation related to an applicable exemption of the student from the required immunization within the specified time frames may be excluded from school until such time as the appropriate proof of immunizations or exemption documentation has been provided.

### 4.0 Exemptions from Immunization Requirements

Students will be exempt from the required immunizations as mandated by Minnesota School Immunization Law:

- 4.1 The parent or guardian of a minor student or an emancipated student submits a signed statement from the student's licensed health care provider stating that the immunization of the student is contraindicated for

## Policy 548 - Immunizations

medical reasons or that laboratory confirmation of the presence of adequate immunity exists; or

- 4.2 The parent or guardian of a minor student or an emancipated student submits his or her notarized statement stating the student has not been immunized because of the conscientiously held beliefs of the parent, guardian or student.

### 5.0 Notice of Immunization Requirements

The school district will develop and implement a procedure to:

- 5.1 notify parents or guardians and students of the immunization requirements and the consequences for failure to provide the required documentation;
- 5.2 review student health records to determine whether the required proof of immunization has been provided; and
- 5.3 make reasonable arrangements to send a student home when the immunization requirements have not been met and advise the student and/or the student's parent or guardian of the conditions for re-enrollment.

### 6.0 Immunization Records

- 6.1 The school district will maintain a file containing the immunization records for each student in attendance at the school district for at least five (5) years after the student attains the age of majority.
- 6.2 Upon request, the school district may exchange immunization data with persons or agencies providing services on behalf of the student without the consent of the student's parent or guardian. Under all other circumstances, immunization data is private student data and disclosure of such data shall be governed by Policy 584: Collection, Use, and Release of Student Educational Data.
- 6.3 The designated school district administrator will assist a student and/or the student's parent or guardian in the transfer of the student's immunization file to the student's new school within 30 days of the student's transfer.

## Policy 548 - Immunizations

6.4 Upon request of the public or private post-secondary educational institution, the designated school district administrator will assist in the transfer of the student's immunization file to the post-secondary educational institution.

### 7.0 Other

The school district is required by Minnesota School Immunization Law to complete the Annual Immunization Status Report for K-12 students, as directed by the Minnesota Department of Health. The licensed school nurse or his/her designee will complete and submit the report.

Approved: 9/25/01

Revised: 4/13/17