Mercer Area Elementary School Registration 301 Lamor Road, Mercer, PA 16137

Today's Date					Entering Grade	!
Student's (Legal) Last Name F	irst	Middle			Male	Female
Home Address — Proof of Residency (2 Require	d)				Age	Birth Date
City	State	Zip code	<u> </u>			— City/State/Country ntry Date:
Legal Residence/Township: Mercer Borough Coolspring East Lackawannock Findley Jefferson	American Ind Asian Black (Non-H Hispanic	iian/Pacific Islander	,			ents ustody Agreement or proof of
Parent/Guardian's Name		_	Parent/Guardi	an's Nam	16	
Mailing Address		_	Mailing Addres	S		
City/State/Zip Code		_	City/State/Zip	Code		
Home Phone/Cell Phone		_	Home Phone/C	Cell Phon	e	
Work Place/Phone (extension or department)			Work Place/Pl	none (ext	tension or departmen	nt)
Email Address		_	Email Address			
Emergency Contact (Other than parent/guardian)	•	ber				
List all children residing at this address: First Name						
Previous School (including preschool): Complete Address -						
Is the student's parent/guardian an active duty Coast Guard) including full-time National Guard			d States Armed	Forces (Army, Navy, Air For	ce, Marine Corp. and



HOME LANGUAGE SURVEY

ALL newly registering students regardless of race, nationality, or language origin MUST complete this form. Federal law requires that all Local Education Agencies (LEAs) utilize a non-biased procedure for identifying which students are potential English Learners (ELs) in order to provide appropriate language instruction educational programs and services. Given this responsibility, LEAs have the right to ask for the information contained on this and other forms associated with the identification process.

Student Information (Parents/Guardians should complete this section):

Child's first name:

Child's family name:

Month Date Year

Questions for Parents or Guardians

1. Is a language other than English spoken in the child's home?

No Yes (language)

2. Does your child communicate in a language other than English?

No Yes (language)

3. What is the language that your child first learned to speak?

Parent/Guardian Signature:

Interpreter Provided:

No Yes



MERCER AREA SCHOOL DISTRICT

545 West Butler Street Mercer, Pennsylvania 16137



Michael G. Piddington

Assistant Superintendent mpiddington@mercer.k12.pa.us <u>Central Office</u> 724-662-5100

Ct. . d a la t N a la a

Ronald R. Rowe, Jr., Ed. D.

Superintendent rrowe@mercer.k12.pa.us <u>Fax Number</u> 724-622-5109

Michael H. Stabile

Business Manager/Board Secretary mstabile@mercer.k12.pa.us <u>Business Office</u> 724-662-4120

Parental Registration Statement

Student Name	
Date of Birth	Grade
Parent or Guardian Name	
Address	
Telephone Number	
person having control or charge of a student shall, upo whether the pupil was previously or is presently susp	r to admission to any school entity, the parent, guardian or other n registration provide a sworn statement or affirmation stating pended or expelled from any public or private school of this involving a weapon, alcohol or drugs, or for the willful infliction of ted on school property."
Please complete the following: I hereby swear or affirm that my child was was not	previously suspended or expelled, or is is not
presently suspended or expelled from any public or private scho	ol of this Commonwealth or any other state for an act or offense
involving weapons, alcohol or drugs, or for the willful infliction of	injury to another person or for any act of violence committed on
school property. I make this statement subject to the penaltie	s of 24 P.S. §13-1304-A (b) and 18 Pa. C.S.A. §4904, relating to
	in are true and correct to the best of my knowledge, information
and belief.	, 5,
If this student has been or is presently suspended or expelled fro	m another school, please complete:
Name of the school from which student was suspended or expell	ed:
Dates of suspension or expulsion:	
(Please provide additional schools and dates of expulsion or susp	ension on back of this sheet.)
Reason for suspension/expulsion (optional)	
	(Signature of Parent or Guardian)
	(Date)

Any willful false statement made above shall be a misdemeanor of the third degree. This form shall be maintained as part of the student's disciplinary record.

The Mercer Area School District does not discriminate on the basis of race, sex, color, creed, age, handicaps, or national and ethnic origin in administration of its educational or employment policies.

Mercer Area Elementary School Registration Placement Information

	Name of Student	Name of Student Grade Entering		Date
Ple	ease circle the appropriate response:			
1.	Has your child ever been evaluated by the School	ol Psychologist?	Yes	No
2.	Does your child have an IEP-Individual Education	Yes	No	
	If yes to #2, your child's primary disability is:			
	Autism Deafness Deaf-blindness Emotional Disturbance Hearing Impairment Intellectual Disability Multiple Disabilities	Orthopedic Impairment Other Health Impairmer Specific Learning Disabil Speech or Language Im Traumatic Brain Injury Visual Impairment includ	ity pairment	SS
3.	Does your child have a GIEP (Gifted)?		Yes	No
4.	Did your child participate in a Title I Program at	Yes	No	
5.	5. Does your child have a 504 Plan under Chapter 15?			No
6.	Did your child qualify for a free or reduced lunch	Yes	No	
7.	Does your child receive any mental health service (i.e. individual counseling, wrap around/TSS, mol If yes, Agency's name -		Yes	No
8.	Please list every school your child has attended s	since the age of 5.		

MERCER AREA SCHOOL DISTRICT Census Enumeration

		-				<u>-</u>		
Student Last Name			Township or	Boro				
Address			Phone Numb	er			Date	
Names of all adult residents living in this household	Rel	ation to Student	Date of Birth	1	Occupa	tion/Place of Employment	Years of Residence	Years of Education
Names of all siblings in MASD, including siblings under school age	Sex	Date of Birth	Grade Last Attended		ng in ehold No	Remarks		



Parent / Guardian Signature

Mercer Area School District



Mercer Area Elementary School 301 Lamor Road • Mercer, PA 16137 724-662-5102 www.mercer.k12.pa.us

10:	
Student Name:	Grade:
Date of Birth:	Start Date:
The above student is enrolling at Mercer Ar	rea School District.
 Permanent Record Grades / Transcript / Tes Career Readiness Portfol Please send record Brittany Mineral 	s and information to: illiren ea Elementary School Road
Fax: 724-66	
 » If applicable, please send all Spec • IEP • ER / RE-EVAL / WAIVE • NOREP Please send Special 	 Psychological
301 Lamor Mercer, PA Fax: 724-66	ea Elementary School Road A 16137
·	records and any appropriate information to Mercer Area ed only for professional purposes and it will be treated in a

Date

MERCER AREA SCHOOL DISTRICT

ADMINISTRATIVE POLICY EMERGENCY EVACUATION PLAN

There are occasions when we will need to evacuate our buildings due to emergencies. Experience tells us that no two emergency situations are likely to be exactly the same. Also, our response to each emergency will be, and should be, somewhat different based on our knowledge of the danger in each situation. Therefore, this policy should act as a guide to be followed, yet adapted as necessary.

Threat: Fire/Explosion/Other Disaster

Superintendent will contact building level administrators.

Based on the type of disaster and location, Superintendent will instruct building administration on action. General Rules:

- Evacuate buildings via PA system with calm and order.
- Instruct staff to stay with students.
- Send staff and students to emergency site:
 - A) High School Brandy Springs; Elementary Soccer field or:
 - B) High School Elementary; Elementary to High School.
- Headquarter Options High School, Elementary, Borough Building
- Reunification Points:
 - A) High School-Mercer United Methodist Church, E. Butler Street, 724-662-3320
 - B) Elementary Bethany Presbyterian Church, Venango Street, 724-662-4340

Media Notification – By Superintendent

Threat: Early Dismissal/Evacuation of a Building

If for some reason a building is unsafe due to emergency, including loss of water, heat, or other essential service, the following actions should occur:

- Superintendent, in consultation with the School Board President and building level administration, shall call for the students in the building to be evacuated to the other district building.
- Busses shall be called to transport students to the alternate site (other building in district).
- Cafeteria personnel shall move to the new site to provide emergency rations.
- Notification shall be given to media as to the extent of the emergency, the new location, and parental instructions.
- Students may be dismissed to their parents or released via dismissal form (attached).
- Any students not picked up shall ride home on their regular bus routes.
- Parents will be notified by Blackboard Connect Platform (Mercer School District mass notification system).
- All school personnel shall provide support throughout the emergency.

			(continued on back*
Please cut and return to your ch	ild's school <u>only</u> if you	wish unrestricted	l dismissal for your child.
	2022-2023		
STUDENT NAME		GRADE	HOMEROOM
By signing and returning this form, I agree conditions. This would be in effect only wh release will be retained until the normal of unless personally picked up by parent or de	en the School District dend of the school day a	eclares such an e	emergency. Students without this
Parent's Signature (For Release Only):			
Name of Designee (For Pickup Only):	(Other Than Pare	ent)	

Threat: Early Dismissal/Evacuation of Both Buildings

If for some reason, both buildings are unusable due to utility outage, the following actions shall occur:

- Superintendent, in consultation with the School Board President and building level administrators, shall call for the implementation of evacuation.
- Students will remain in the building until parents pick them up or in the case of older children, parent contact is made with the school to dismiss.
- Also, students with parental release forms may be dismissed (form attached).
- Any students remaining at the end of the day shall be transported home in a normal fashion.
- Emergency cold lunches will be provided to the students.
- Superintendent will notify the media of the emergency and advise parents as to the procedures to pick-up children.
- Parents will be notified by Blackboard Connect Platform (Mercer School District mass notification system).
- All school personnel shall provide support and supervision throughout the emergency.

Threat: Weather Storm During School

If a weather related storm should occur during school the children will be housed safely within the school building. Early dismissal for weather related incidents will not usually occur. Parents concerned about transporting their children home may pick them up early, if they so choose.

In case of a dramatic weather event (ex: ice storm, etc.) the district may choose not to transport the children home at the normal time for safety reasons. During such an event efforts will be made to do the following:

- Provide staff supervision of the children.
- Notify parents by Blackboard Connect Platform (Mercer School District mass notification system). that their children are in school and that transportation is being delayed.
- Provide food for the children, if necessary.
- Release children to parents or guardians as they arrive at school.
- Set up emergency shelter and sleeping arrangements, if necessary.

FOR YOUR INFORMATION

/Summoning busses to pick-up children may take up to two hours.

/Busses to transport students between schools will be designated by those that can be summoned in the shortest time.

/Transporting between schools (by busses) is preferred. However, if leaving the area is critical, orderly walking should be considered.

/This document is not all inclusive. Many other procedures are provided in the District's Emergency Management Plan. This plan is available for your review in any of the administrative offices or school libraries.

/Weather delays and postponements will be reported to: WKBN, WPIC, Y103, WPXI, WTAE, and on the Mercer School District Homepage (www.mercer.k12.pa.us)

MERCER AREA SCHOOL DISTRICT

Request for Transportation

Mr. Stephen Hoover, Transportation Director 724-662-5100 ext. 40

Student Name(s):	Grade	Home Address:	
		Street	Apt. #
		City State	ZIP
Parent/Guardians Name(s)	Relationship	Telephone Number:	
Today's Date	Reason for Request:	New Student	
☐ HOME (Address listed a	above)	☐ HOME (Address list	ted above)
Requested PICK-UP A	Address	Requested DROP	OFF Address
Street	Apt.#	Street	Apt. #
Street	Apt. #	Street	Apt.#
		City	
ASE DO NOT WRITE B	ELOW THIS LINE-	-TRANSPORTATION	DEPT. ONL
City		- T R A N S P O R T A T I O N PARENT	DEPT. ONLY

Moooooosetracks _______



Dear Families.

Parent/Guardian Signature:

2022-2023

To ensure a safe and efficient dismissal of our students, we ask <u>all</u> parents to fill out the form below. **Each child** must return a completed form. Please make sure to include people on the form who are <u>ALWAYS</u> permitted to pick up your child for dismissal.

Also, please do not forget to include parent/guardian names and sign the bottom.

Information about our dismissal procedure...

- If you will pick up your child every day, please send a <u>note/email</u> to your child's teacher on or before the first day of school.
- If your child normally rides the bus, please send a note with your child on days they will be picked up. Any student WITHOUT a note will be put on the bus.
- Dismissal for Pony Express Riders (parent pick-ups) will be at 3:00 using the main office entrance. If you arrive early, please <u>wait in the soccer field lot until the buses have left</u>, and then drive or walk over to the office.
- PLEASE REMEMBER AND/OR REMIND THE PICK-UP PERSON TO BRING A FORM OF PHOTO I.D.

udent's Name:		Grade:
Last,	First	
ame:	Relationship:	Phone Number:
	, give Mercer Area Sch	ool District permission to dismiss my chil

MERCER AREA ELEMENTARY SCHOOL

STUDENT-PARENT HANDBOOK SIGNATURE PAGE

(Handbook available online @ www.mercer.k12.pa.us)

Please sign and return this form to your child's teacher. <u>Each student must return this form.</u>

Student's Name	Grade/Room #		
,(Print Parent/Guardian Name)	, have reviewed and discussed the Student-Parent Hand for the 2022 – 2023 school year with my child.		
	Parent/Guardian Signature	Date	
, ,	field trips to local sites in coordination with curricular cipating in these and will be required to follow all scho		
	Parent/Guardian Signature	Date	
IN	TERNET PERMISSION	***************************************	
approved educational purposes. I acce	chnology curriculum, all students will be using the Integration ept responsibility for permitting my child to use the Integration, I understand that my child will be denied priv	ternet for	

Parent/Guardian Signature Date

PARENT NOTIFICATION

Mercer Elementary students will be learning new skills using technology. Some of this technology will require students to become a member of a website. They will be logging into the site with a username and password. Our district is providing each student with a log in name and password to facilitate this process.

At times, student usernames will be posted beside their work on the websites; however, privacy will be maintained in the following ways:

1. Full names will not be used for usernames

using the computers if she/he violates policy in regard to their use.

2. Only members (students and teachers) of the website will be able to see the site.

This process follows our district's Acceptable Use Policy.

This is an exciting opportunity for our students! We look forward to teaching them these new skills.

MERCER ELEMENTARY SCHOOL

2022–2023 SUGGESTED SCHOOL SUPPLY LIST

If possible please send these supplies with your child on the first day of school – August 23rd



	GRADE 3	
GRADE 1		GRADE 5
 2 - boxes of Crayola crayons (24 count) 3 - large Elmer's glue sticks 1 - box of snack/sandwich Ziploc bags 1 - pencil box (standard size-plastic) 1 - box of tissues 1 - canister of Clorox wipes 1 - full change of clothes in a labeled gallon bag 1 - "paint" t-shirt in Ziploc bag labeled with name 	2 – packs of #2 Ticonderoga pencils 1 – large glue stick 1 – box of crayons (16 or 24 count) 4 – black dry erase markers 1 – marble composition book 1 – pencil box 1 – box of tissues 1 – bottle of hand sanitizer 1 – canister of Clorox wipes 1 – "paint" t-shirt in Ziploc bag labeled with name	 1 - pack of #2 Ticonderoga pencils 1 - pack of colored pencils 1 - handheld pencil sharpener 1 - large glue stick 1 - highlighter 1 - pencil box or pouch 2 - marble composition books 1 - 1" 3 ring binder 1 - pair of ear buds - optional 1 - box of tissues 1 - canister of Clorox wipes
	2 – packs of #2 pencils	GRADE 6
GRADE 2 □ 2 – 10 or 12 packs of #2 Ticonderoga pencils □ 2 – large WHITE glue sticks □ 2 – boxes of 24 count Crayola crayons □ 2 – black expo dry erase markers □ 1 – pencil box (standard size-plastic) □ 1 – box of tissues □ 1 – box of Ziploc bags (quart, gallon, or snack) □ 1 – "paint" t-shirt in Ziploc bag	1 - large WHITE glue stick 1 - squeeze bottle of glue 1 - pencil box or pouch 1 - box of crayons 6 - double-sided pocket folders (blue, black, red, green, yellow, one of your choice) 1 - one subject spiral notebook 1 - marble composition book 2 - boxes of tissues 2 - dry erase markers 1 - bottle of hand sanitizer	2 - packs of #2 Ticonderoga pencils 1 - large WHITE glue stick 1 - pack colored pencils 1 - pencil box/bag 2 - highlighters 2 - black dry erase markers 6 - double-sided pocket folders 3 - one-subject spiral notebooks 2 - marble composition books 2 - pads of "Post-it" notes 1 - 1 ½" 3 ring binder - 6th grade math students ONLY 1 - pair of ear buds - optional
labeled with name	1 – "paint" t-shirt in Ziploc baglabeled with name	1 – pair of ear buas - optional 1 – bottle of hand sanitizer

2 – boxes of tissues



Mustang Pride is strong at Mercer Elementary School! Our School-Wide Positive Behavior Support program recognizes our students for all of the positive things they do.

During the first week of school, the students rotated through various centers to learn the expectations of our school. They learned what it means to **Be Safe**, **Be Kind**, **Be Respectful**, and **Be Responsible** in the following areas: Hallways, Cafeteria, Restrooms, Playgrounds, Classrooms, Assemblies, Buses, Arrival, and Dismissal. Since your child is new to the district, there is a student council member that is assigned to your child to give him/her a tour of the school, teach the expectations around the building, and make your child feel welcome!

A reward system has been developed to recognize students for their good choices. When students receive tickets from staff members for demonstrating an understanding of the expectations, they will be called down to our Mustang Pride showcase at the end of the day. They will receive a certificate to take home, a small "treat", and they will be asked to pick a numbered bingo chip from a container. The number that the child pulls will be recorded on our Mustang Pride Grid displayed in the hallway to recognize them as role models. When a row fills up on the grid, a BINGO occurs and that row of students will earn an extra prize. These extra prizes will be special activities such as VIP lunch tables, movie and popcorn parties, additional recess, computer time, etc.

Throughout the school year, the School-Wide Positive Behavior Support team will collect continuous behavioral data. We use the Office Referral Form (ORF) to collect this data (See back). Minor behaviors will be documented by the classroom teacher, and major behaviors will be documented in the office. The information obtained from this form will be entered into a computerized data system that will allow us to monitor the disruptive behaviors occurring throughout our school and develop interventions to improve these behaviors. The interventions will always focus on our four positive school expectations. At our monthly meetings, the School Wide Positive Behavior Team will track the data to see if an intervention has been effective or if a new one needs to be developed. The goal of this process is to decrease the amount of time spent on behavior disruptions and to increase the amount of time spent on academics. We are trying to prepare our students to be productive citizens in our community. We hold every child to high behavioral and academic standards. We believe in our students, and we want them to believe in themselves. Thank you for your continued support at home! It is greatly appreciated!

Sincerely, The SWPBS Team Hello new families to our district,

Each year every new student to our school district receives a **<u>FREE</u>** Mustang Pride t-shirt! These shirts will be worn throughout the year on designated **<u>MUSTANG PRIDE</u>** days!

PEP, our parent organization, has been a tremendous support to our school, and they will be purchasing these shirts for your child. Thank you PEP for your support!

Please fill out the bottom portion of this form and return it to your child's classroom teacher. Remember, there is **no cost** for this shirt! When considering your child's size, please keep in mind he/she will have multiple occasions to wear this shirt year after year. If your child should outgrow his/her size, you will have the opportunity to purchase a new Mustang Pride t-shirt each year.

Student Name:
Teacher Name:
T Shirt Design
Please Check Shirt Size:
Youth Small Youth Medium Youth Large
Adult Small Adult Medium Adult Large Adult XL Adult XXL
For the Office Use ONLY Ambassador's Name(s):

Ambassador's Homeroom(s): ______



Please complete, sign and return the first week of school.



Mercer Elementary School Annual Health and Emergency Information 2022-2023

Student Name:			C	Frade	Teacher	
Last First	Student Name:				Date of birth	
Student's Physician Phone Relation Phone Relation Phone Butdent's Physician Phone Relation Phone Butdent's Physician Phone Pho	Last		First			
Siblings Where parent/guardian can be reached during school hours: Name Relation	Home address					
Where parent/guardian can be reached during school hours: Name Relation Phone #1 Phone #2 Name Relation Phone #2 Name Relation Phone #2 Name Relation Phone #2 Name Relation Phone #3 Name Relation Phone #3 Name Relation Phone #4 Name Relation Phone Phone Phone Phone Phone Phone Relation Phone	Student lives with					
Name	O					
Phone #1						
Name						
Phone #1_						
Emergency contact who will assume responsibility for the care of you child during the day if you cannot be reached Name						
Name	Emergency contact wh					
Name	Name		Relation		Phone	
Student's Dentist Phone						
Student's Dentist Phone	Student's Dhysisian			Dhon	0	
Does your child have any health issues or medical diagnosis? No Yes Describe						
Current medications that your child is taking None Yes(please list below) Medication Dosage Reason for Medication/Diagnosis I give my permission for my child to receive the following medications at school (check all that apply). *These medications will be dispensed at the nurse's discretion. Tylenol/acetaminophen Tums/antacid (for upset stomach) Benadryl (for allergic reactions only) Information that is health related and may affect your child during the school day will be shared with appropriate school personnel in a confidential manner. If there is a health issue your child's bus driver should know, please contact your driver. I consent to first aid, emergency care, and mandated screenings (listed on reverse side) as deemed necessary by the school nurse, physician and state. In a medical emergency I give permission to	Describe					
Current medications that your child is taking None Yes(please list below)	Please list allergies (De	· ·		_		
Current medications that your child is taking None Yes (please list below) Medication Dosage Reason for Medication/Diagnosis I give my permission for my child to receive the following medications at school (check all that apply). *These medications will be dispensed at the nurse's discretion. Tylenol/acetaminophen Tums/antacid (for upset stomach) Benadryl (for allergic reactions only) Information that is health related and may affect your child during the school day will be shared with appropriate school personnel in a confidential manner. If there is a health issue your child's bus driver should know, please contact your driver. I consent to first aid, emergency care, and mandated screenings (listed on reverse side) as deemed necessary by the school nurse, physician and state. In a medical emergency I give permission to						
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apply). *These medications will be dispensed at the nurse's discretion. Tylenol/acetaminophen	Medication		Dosage		Reason for Medication/Dia	agnosis
apply). *These medications will be dispensed at the nurse's discretion. Tylenol/acetaminophen						
apply). *These medications will be dispensed at the nurse's discretion. Tylenol/acetaminophen						
Advil/ibuprofen Cough drops Information that is health related and may affect your child during the school day will be shared with appropriate school personnel in a confidential manner. If there is a health issue your child's bus driver should know, please contact your driver. I consent to first aid, emergency care, and mandated screenings (listed on reverse side) as deemed necessary by the school nurse, physician and state. In a medical emergency I give permission to	<i>y</i> , <u>r</u>	•		0	•	that
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necessary by the school nurse, physician and state. In a medical emergency I give permission to	with appropriate scho	ol personnel in a c	onfidential manı	_	-	
				_		
				nedical en	nergency I give permission	to
Parent/Guardian signatureDate			1		Date	

Additional information:		

MANDATED SCHOOL HEALTH SERVICES

Every child of school age attending or who should attend a public or private/non public school within the Commonwealth of Pennsylvania must receive the following health services.

Service	K	1	2	3	4	5	6	7	8	9	10	11	12
Dental Examination				X				X					
Growth Screen		X	X	X	X	X	X	X	X	X	X	X	X
Hearing Screen	X	X	X	X				X				X	
Immunization Assessment	X	X	X	X	X	X	X	X	X	X	X	X	X
Maintenance of Health Record	X	X	X	X	X	X	X	X	X	X	X	X	X
Medical Examination	X						X					X	
School Nurse Services	X	X	X	X	X	X	X	X	X	X	X	X	X
Scoliosis Screen							X	X					
Tuberculin Test (Unless approved to discontinue)										X			
Vision Screen		X	X	X	X	X	X	X	X	X	X	X	X

- § 23.84. Exemption from immunization. This code allows for the medical, religious and conscientious exemptions to immunizations as condition for school attendance, provides as follows:
- (a) *Medical exemption*. Children need not be immunized if a physician or the physician's designee provides a written statement that immunization may be detrimental to the health of the child. When the physician determines that immunization is no longer detrimental to the health of the child, the child shall be immunized according to this subchapter.
- (b) *Religious exemption*. Children need not be immunized if the parent, guardian or emancipated child objects in writing to the immunization on religious grounds or on the basis of a strong moral or ethical conviction similar to a religious belief.