

ROSEVILLE AREA SCHOOLS
Independent School District No. 623

Regulations 548 – Immunizations

1.0 Immunization Notification Guidelines

In accordance with Roseville Area Schools District policy and Minnesota Statute 121A.15, school nurses and administrators will use these guidelines to inform families of incomplete immunizations and to make administrative decisions regarding students who do not comply with Minnesota immunization statutes.

1.1 Annual follow-up notifications of incomplete immunizations

- 1.1.1 The school district will have information regarding Minnesota Statute, district policy, and available immunization clinics on the district website and social media applications.
- 1.1.2 During the period of time from the first day of school through MEA, health office staff will contact parents/guardians three times regarding their student's noncompliance. This contact may include a written letter sent to the home address, an email, and/or a robocall.
- 1.1.3 The health office will supply the building administrator with a list of students who have incomplete immunizations.
- 1.1.4 The health office (with support of the school support team) will call parents/guardians of students who have not completed the immunization requirements by the Wednesday before MEA break.
- 1.1.5 Roseville Area School District cut-off date will be the first school day following MEA.
- 1.1.6 Administrative action after MEA:
 - 1.1.6.1 The health office will be responsible for informing the building principal/administrator of students who continue to have incomplete immunizations.
 - 1.1.6.2 The health office, principal/administrator, and school support team (including counselors, social workers, etc.) will be responsible for contacting parents/guardians to

Regulations 548 – Immunizations

pick up their child who remains non-compliant and inform them of consequences:

1.1.6.2.1 Students will be unable to attend school with unexcused absences until an immunization records is complete OR they are able to provide proof of an upcoming appointment.

1.1.6.3 The health office will continue to monitor immunizations monthly.

1.2 New enrollments

1.2.1 Students who enroll after the first day of school have 30 calendar days to provide a record of complete immunizations. When a student enrolls, information about immunizations will be given in the enrollment packet.

1.2.2 The annual follow-up notifications will be followed starting when the new student begins school.

Adopted: 2/22/2024