

## **Procedure - Student Immunization And Life Threatening Health Conditions**

### **Certificate of Immunization**

Immediately upon enrollment in the district a Certificate of Immunization Status (CIS), distributed by the Washington Department of Health, will be completed by the student's parent. The certificate will be made a part of the student's permanent record.

If, by the student's first day of enrollment, a student does not have documentation for receipt of any or all of the required immunizations, he/she will be placed in a "conditional admittance" category. The parent or guardian has no longer than 30 calendar days from the student's first day of attendance to get any missing immunization(s) and/or provide documentation needed to complete the CIS. If a student needs additional doses to complete a vaccine series, he/she will remain in conditional admittance status for no longer than thirty (30) days after the next dose is due until the series is complete. If a student is granted a temporary medical exemption as recorded on a certificate of Exemption (COE), the parent or guardian has no longer than 30 calendar days from the expiration of the temporary medical exemption to get any missing immunization(s), make satisfactory progress on a series of immunizations, and/or provide documentation needed to complete the CIS. Failure to submit documentation within these timelines will be sufficient cause to exclude the student from school.

### **Exemptions from Immunization**

Exemptions from one or more vaccines will be granted for medical reason upon certification by a physician that there is a medical reason for not administering the vaccine.

Exemptions for personal or religious reasons will be granted upon request of the parent or legal guardian. To request an exemption, a parent or guardian must submit a signed COE that the parent/guardian has either a philosophical, personal, or religious objection to the immunization of the child. Forms must include a statement to be signed by a health care practitioner stating that he or she provided the parent/guardian with information about the benefits and risks of immunization to the child. The form may be signed by a health care practitioner at any time prior to the enrollment of the child in a school or licensed day care. Photocopies of the signed form or a letter from the health care practitioner will be accepted in lieu of the original form.

Additionally, in lieu of having the student's health care practitioner sign the COE form, the parent or guardian may submit the COE form along with a letter from the health care practitioner indicating that the health care practitioner has provided the parent with information about the benefits and risks of immunization to the student, reference the student's name, and be signed and dated by the health care practitioner.

Any parent or legal guardian of the child who exempts the child due to religious beliefs is not required to have a COE signed by a health care practitioner if the parent or guardian includes signed and dated statement identifying the name of the church or religious body, affirming membership in it, and affirming that the religious beliefs or teachings of the church or religious body preclude a health care practitioner from providing any medical treatment to the child.

The district will keep a list of students currently with medical, religious, philosophical, or personal exemptions. This list must be transmitted to the local health department upon request. If a certificate of exemption is not received upon the student's enrollment in school, prior to the exclusion of the student, the principal will provide written notice to the parents or legal guardians informing them of:

1. The immunization requirements and exemptions;

2. The fact that the child will be prohibited from further attendance at the school unless the immunization requirements or requirements for exemption are met;
3. The procedural due process rights; and
4. The immunization services that are available from or through the local health department and other public agencies.

#### **Exclusion from School**

Following proper notification, the school will exclude the student for noncompliance with the immunization laws pursuant to the appeal process procedures for student expulsions ([Policy 3241](#)). Parents and legal guardians have a right to a hearing. If the parent or legal guardian requests a hearing, the parent or guardian, and school principal or designee, will be notified in writing of the time and place for the hearing. The hearing must be scheduled within three (3) school days of receiving the request. The hearing may be continued to a later date if the parent or legal guardian requests a longer period. At the hearing, the parent or guardian, and the principal or designee, will present the case to a hearing officer appointed by the superintendent.

Adoption Date: 3/24/2008

Revised Dates: **11/17/11, 7/24/12, 2/17/16**