



**4.10.011-AD Student Enrollment - Immunizations**

Oregon law requires that a parent or guardian submit evidence of immunization or a medical or religious exemption for each child as a condition of attendance. Immunizations required include: Diphtheria/Tetanus containing vaccine, Polio, Measles, Rubella and Mumps. Hepatitis B and a second dose of Measles and Varicella vaccination requirements must also be met as specified by the Oregon Health Division. Additionally, students younger than age five shall be immunized for Haemophilus Influenzae Type B.

(1) **Verification:**

- (a) A student may be enrolled in school when a Certificate of Immunization Status form has been completed in one of the following areas:
  - (A) Immunization history of child showing month and year of each vaccine signed by parent/guardian or health care provider;
  - (B) Medical exemption signed by physician or County Health Department;
  - (C) Religious exemption signed by parent or guardian.
- (b) Certificate of Immunization Status forms are available through the School Health Service Office.
- (c) Parents of students transferring from any school in the U.S. may sign an Immunization Records Statement.

(2) **Exclusion.** Students not in compliance will be excluded from school by the County Health Department on a date specified by the Oregon Health Division and announced by the Multnomah Education Service District (MESD) Department of School Health Services. Mandatory exclusion dates are the third Wednesdays in February and April of each school year.

(3) **Exemptions Allowable.** Immunization is not required in instances where it is medically inadvisable or there are religious objections. However, in case of a disease outbreak, students not immunized for that disease will be excluded from school by the County Health Department.

(4) **New Enterer.**

- (a) "New Enterer" means a child who meets one of the following criteria:
  - (A) Initially enrolling in a school at the initial entry level (preschool, kindergarten or in the first grade, whichever is the entry level);

- (B) Initially enrolling in a school from a home study setting at any grade, preschool through grade 12;
  - (C) Initially enrolling in a school/facility after entering the United States from a foreign country at any grade, preschool through grade 12.
- (b) A new enterer must provide a signed Certification of Immunization Status form documenting either evidence of immunization or a religious and/or medical exemption prior to entering school.
  - (c) If the child has not claimed an exemption, a minimum of one dose each of the required vaccines must be received prior to attendance.
- (5) **Student Transfers**. Students living in the United States enrolling in a school from out of state, out of district or transferring from schools within the district will have (30) days following the date of enrollment to furnish the school with a completed Certificate of Immunization. Failure to do so will cause the students to be excluded from school by the County Health Department during the next review cycle. Parents/guardians shall be asked to complete an Immunization Records Statement at the time of enrollment.
- (6) **Students with Incomplete Records**. Students enrolled in school with incomplete records will be required to update their immunizations or submit an appropriate exemption.
- (7) **Preliminary Exclusion Process**. School administrators are required to submit names, addresses and immunization records of students with incomplete, insufficient or no records by a date specified by the Oregon Health Division and announced by MESD, Department of School Health Services. The County Health Department will issue subsequent exclusion orders where necessary.
- (8) **Exclusion and Reinstatement of Students**.
- (a) A student will be excluded from school for failure to comply with the immunization law. Written notification to the student will be sent by the County Health Department. A copy will be sent to the school principal. Upon receipt of a copy of the exclusion letter, the principal will take action necessary to exclude the student from school attendance on the specified date for noncompliance. Any student excluded under the law has the right to complete schoolwork without penalty.
  - (b) A student will be reinstated upon receipt of the immunization information required on the exclusion order or an appropriate exemption.
  - (c) Children who have been issued an exclusion order are not entitled to enroll or continue in attendance in any school or facility in Oregon while the exclusion order is still in effect. Administrators who receive or are otherwise made aware of the records of a child from another school/facility containing an exclusion order, which has not been

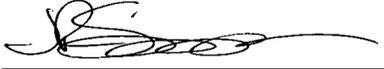
canceled shall notify the parent(s) and immediately exclude the child until the requirements specified on the exclusion order are met and verified by the administrator.

- (d) If the excluded children do not meet the requirements specified by the department and do not return to school within four school days, it is the responsibility of the school administrator or proper authority to notify the attendance supervisor of the unexcused absence. The attendance supervisor is required to proceed as required in ORS 339.080 and 339.090.
- (e) Twelve days after the exclusion date, the administrator shall ensure that the Primary Review Summary form returned from the department is updated by appropriately marking the current status of each child as specified; that the mathematics on the Primary Review Summary form are accurate; and that a copy of the revised Primary Review Summary form is forwarded to the department on that day by first class mail or hand delivery. The administrator shall maintain a file copy of the updated Primary Review Summary form.

(9) **Support Services.** The MESD School Health Services staff assigned to each building will provide technical support and the office of the assistant superintendent will provide administrative support for the Immunization Program.

Policy Implemented: 4.10.010-P

History: Adpt. 9/73; Amd. 6/80; Amd. 3/82; Amd. 10.83; Amd. 7/88; Amd. 9/01/02

<b>For official use only</b>	
<b>Approved:</b>	
 <hr style="width: 80%; margin: 0 auto;"/> Superintendent	<u>9/01/02</u> Date