

STUDENT IMMUNIZATIONS

1. When students register for school, the building principal or his/her designee will collect required immunization records. Students enrolling in the Rice Lake Area School District for the first time shall provide immunization records prior to their entry to school. Immunization and any other health records will be reviewed under the direction of the District nurse.
2. The School Compliance Time Line for Immunization sent each year by the State of Wisconsin Department of Health and Family Services will be followed.
3. The following forms will be completed and sent to appropriate parties by the District nurse according to the guidelines found in the Wisconsin School Immunization Requirements booklet for the current school year:
 - a. A legal notice to parents of students with NO RECORD or BEHIND SCHEDULE or IN PROCESS (as needed)(F-44001)
 - b. School report to the local health department (F-44002)
4. Per the Wisconsin School Immunization Law, exclusion is mandatory for non-compliant public school students in grades K (5 year old) through grade 5 (up to grade 6) if the public school district compliance level from the previous year is less than 99%. Exclusion is optional for all others. It is the policy of the Rice Lake Area School District to exclude all students who remain non-compliant on the 30th day of school as defined in the Wisconsin School Immunization Law Requirements booklet in all grades until compliance is met or up to 10 school days, whichever is shorter. The absences during the dates of exclusion from school will be counted as unexcused.
5. When a student withdraws from school, the principal or his/her designee will forward immunization records to the new school along with the student's cumulative school file and other appropriate health records.
6. Immunization records will be monitored and updated as needed throughout the school year by school secretaries and district nurses.

Legal Ref: 118.125(1)(c), 118.125(2M), 118.125(1)(cm) 120.12(16), 252.04 WSS
Cross Ref: 347 Student Records; District Health Services Manual
Adopted: 04/08/96
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