IMMUNIZATION ENFORCEMENT

TEXAS IMMUNIZATION LAW
1. Board policy and state law mandate that "each student shall be fully immunized against Pneumococcal disease, Meningococcal disease, Diphtheria, Pertussis, Tetanus, Rubeola, Rubella, Mumps, Poliomyelitis, Hemophilus (HIB), Hepatitis A, Hepatitis B, and Varicella" as a requirement for admission. A listing of these requirements is included in Board policy FFAB (LEGAL). Admission to school is not allowed until immunization records are produced showing the student has been immunized in accordance with the requirements, the student has an exemption from immunization requirements on file with the school, or the child is entitled to provisional enrollment.

2. Acceptable documents to verify immunization include the following:
   a. Certificate, validated by, or for, a physician or public health personnel.
   b. The certificate must show the day, the month, and the year of each vaccine administered or the disease.

3. Exclusions to the law - Students with the following documentation are not required to have proof of immunizations as explained and for the period noted:
   a. Medical Reasons: The parent/guardian presents a certificate signed by a physician (M.D. or D.O.), registered and licensed to practice medicine in Texas, which states that, in the physician’s opinion, the immunization required would be injurious to the health and well-being of the student or any member of his/her family or household. Unless a lifelong condition is specified, the certificate is valid one year from the date signed by the physician and must be renewed every year for the exclusion to remain in effect. A copy of Annual Application for Medical Exemption from Immunization [FORM F18-C] is included for use.
   b. Reasons of Conscience: As of September 1, 2003, the student or parent/guardian may present the official, original Department of State Health Services affidavit form, signed and notarized, to the school for a conscientious exemption for immunizations. Photocopies of the conscientious exemption affidavit form are not valid. The original conscientious exemption affidavit form is part of the child’s school records. If the student withdraws and transfers to another school, the most current, original conscientious exemption affidavit form should be sent to the new school with other school records. Parents or guardians must request the official affidavit form in writing or via a secure online request form and include the child’s name and date of birth. Written requests must be submitted through the U.S. Postal Service, commercial carrier or fax to Department of State Health Services, Immunization Branch (MC 1946), P.O. Box 149347, Austin, Texas 78714-9347 or hand delivered to Department of State Health Services, Immunization Branch, 1100 W. 49th Street, Austin, Texas 78756. The conscientious exemption is valid for two years. Students who have a religious exemption on file dated prior to September 1, 2003 have a life-long exemption and do not need a new conscientious exemption affidavit form. Each parent or guardian who signs a conscientious exemption affidavit form also is acknowledging they understand that their
child may be excluded from school attendance in times of emergency or epidemic declared by the Texas Commissioner of Health.

STUDENTS NEW TO THE DISTRICT

1. Parents/guardians shall present verification of immunization at the time of registration as explained in Administrative Procedure F1 - Admission of Students and Registration Documentation. The campus nurse shall be responsible for interpreting specific rules for details of vaccine requirements and acceptable documentation according to Department of State Health Services (DSHS) guidelines.

2. **Provisional Enrollment:** Provisional enrollment allows a student meeting certain specific criteria to be admitted to school on a temporary basis for up to 30 days.
   a. **Students In-Progress:** Students who have received at least one dose of each age-appropriate vaccine required by the DSHS rules and are current. In order to remain enrolled, students must complete the required subsequent doses of each vaccine series on schedule and as rapidly as is medically feasible and provide acceptable evidence of vaccination to the school. The school nurse shall review the immunization status of a provisionally enrolled student every 30 days to ensure continued compliance in completing the required doses of vaccination. If a student has not received a subsequent dose of vaccine on schedule and as rapidly as medically feasible, the student is not in compliance and the school shall exclude the student from school attendance until the required dose(s) is (are) administered.
   b. **Transfer Students:** Students transferring from one Texas public or private school to another. Should the parent/legal guardian not have written documentation at the time of registration, the written proof must be submitted within thirty (30) days, and the child cannot be prevented from enrolling.
   c. **Homeless Students:** Students who are defined as homeless according to the federal McKinney-Vento Act.
   d. **Military Dependents:** Students who are military dependents and who are transferring from one school to another and awaiting the transfer of immunization records.

   e. The nurse shall follow these steps when students are granted provisional enrollment:
      1. At the time of registration, the parent/guardian shall complete the **Registration Questionnaire** [FORM F1-D] The parent/guardian is required to confer with the nurse and verify that immunizations are complete. The parent/guardian must sign the form.
      2. The nurse shall give the parent/guardian a copy of the **Notice of Provisional Enrollment** [FORM F18-A] at the time of enrollment and a copy shall be filed by the nurse for monitoring. This form notes the due date for the records.
      3. Two weeks after the student is registered provisionally, the nurse shall take the following steps:
         For students who are homeless, transferring from another Texas school or military dependents who are awaiting the transfer of immunization records, the nurse should check with the data clerk regarding the request for the records from the previous school. The principal, data clerk, and nurse shall develop campus procedures that ensure timely and accurate receipt of records. If the records have not been received, the nurse shall check with the sending school for information. If, for any reason, the previous school does not have the immunization records, the parent should be notified. The parent should be given the **Notification of Delinquent Immunizations** [FORM F18-B] noting the date the provisional enrollment expires and the immunizations are due and highlighting the section notifying the parent/guardian that **as of that date the student cannot return to school until proper immunization records are presented.**
For students who have begun immunizations and are continuing to receive subsequent doses as rapidly as medically feasible, the parent should be given the Notification of Delinquent Immunizations [FORM F18-B] noting the date the immunizations are due and highlighting the section notifying the parent/guardian that as of that date the student cannot return to school until written proof of immunization is received.

If the student does not receive the needed immunization(s) by the due date and provide acceptable, written proof to the school nurse, the student cannot attend school. The principal will give the parent/guardian the Parent Notification Student Ineligible to Attend School Due to Immunization Non-Compliance.

CURRENTLY ENROLLED STUDENTS REQUIRING IMMUNIZATIONS

When currently enrolled students require immunizations, the campus nurse will send a written notice to the parent/guardian at least two weeks in advance of the immunization due date. The school nurse will utilize the Notification of Immunizations Due [FORM F18-D]. The student will be required to receive the immunizations due by the due date in order to remain in school. If the student does not receive the needed immunization(s) by the due date and provide acceptable, written proof to the school nurse, the student cannot attend school. The principal will give the parent/guardian the Parent Notification Student Ineligible to Attend School Due to Immunization Non-Compliance.

Attachments:  
FORM F18-A: Notice of Provisional Enrollment [F18-A/SP Spanish]  
FORM F18-B: Notification of Delinquent Immunizations [F18-B/SP Spanish]  
FORM F18-C: Annual Application for Medical Exemption from Immunization [F18-C/SP Spanish]  
FORM F18-D: Notification of Immunizations due [F18-D/SP Spanish]

References: Board Policy FFAB (LEGAL); Texas Education Code §38.001

Questions regarding this procedure should be addressed to the Student Health Services, 518 E. Magnolia, Suite 8, San Antonio, Texas 78212/ (210) 554-2435.