

Del Valle ISD Health Services Immunization Compliance Guidelines

All students' immunization records shall be checked upon initial intent of entry into any DVISD school by the school nurse. If any student's immunization record is seen to be lacking in required immunizations as determined by TDSHS rules, this student shall not be allowed to enroll in school until required immunizations have been received. An exception shall be made for students who fall under provisional enrollment rules—see 'Provisional Enrollment Guidelines'. 'Immunization Due' reports generated by iTCCS shall be checked for errors that may occur before immunization delinquency notifications are sent to parents/guardians.

An Immunization Due Report dated with immunizations due by the first day of the next school year shall be generated and distributed at least four weeks prior to the last day of the current school year. School officials will then attempt to make direct contact with a parent before school is out to tell them that immunizations will be due for their child by the first day of the following school year, or the child will be disenrolled from school. Secondary students needing immunizations by fall school entry will have this message conveyed in the 5th- and the 6th-6 weeks report card mailout. The notification date of impending disenrollment due to immunization status will be recorded in the iTCCS Health Services Menu Immunization Data screen, WST 0780 under 'Follow Up Date'. The Children's Wellness Center will be asked to provide immunization clinics at both middle schools during the spring to accommodate students needing immunizations before or during the following school year as appropriate.

An Immunization Due Report on students returning or transferring to that campus showing immunizations due on the first day of school shall be run again at least two weeks prior to the first day of school. Before returning secondary students arrive to pick up schedules, a list of those students who still need immunizations will be given to secondary staff distributing schedules. If a student arrives to pick up their schedule whose name is on this list, they will be referred to the school nurse to turn in immunization records before their schedule can be released. At the elementary level, this will be carried out by students not being assigned to a class list until their immunization status is up to date. The Children's Wellness Center will attempt to arrange extended immunization clinic hours during these times to help accommodate district immunization needs.

Immunization exclusion dates will be determined in advance for the entire school year, scheduled no less than every two months. Students/parents shall be notified that students will not be allowed to attend school and disenrolled at least two weeks after the immunization due date, which will be specified in the communication with the parent, if the school nurse has not received an updated immunization record by that time. Either telephone contact or U.S. mail contact with parents is essential to ensure this information is accurately communicated. The day before the disenrollment date, one more attempt shall be made to contact parents of their child's impending disenrollment before it occurs.

Teachers in the elementary school level will be given names and dates of students in their classes that are delinquent on the disenrollment date during the school year. They shall send the students on this list to the nurse's office as soon as they arrive in class, so that their immunization compliance status may be addressed. Parents will then be notified by the nurse that the student needs to be picked up, if an up-to-date record of immunizations is not available at that time. Students in the middle school/junior high school and high school level will be called out of class and parents notified that they must be picked up and may not return to school until their immunization status is addressed. The Children's Wellness Center will be asked to provide immunizations on an extended hour basis all day during the day before and day of disenrollment in order to help students miss as little school as possible. During the school year at the HS level, if greater than ten students are scheduled to be disenrolled on a given day, other HS staff shall be called upon to assist with the procedure of informing parents to pick up students.