

The Executive Board directs the Executive Director or designee(s) to annually provide parents/guardians of each student enrolled at Windsor Charter Academy a copy of the standardized immunization document developed by the Colorado Department of Public Health and Environment. The standardized immunization document includes a list of required and recommended immunizations and the age at which each immunization should be given. Windsor Charter Academy will also provide the school's specific immunization and exemption rates for the measles, mumps, and rubella vaccine for the school's enrolled student population for the previous school year compared to the vaccinated children standard and a statement that the school is required to collect and report the information but, the school does not control the school's specific immunization rates or establish the vaccinated children standard.

1. No student may attend school at Windsor Charter Academy unless the student has presented an up-to-date certificate of immunization or a valid certificate of medical or non-medical completed exemption form. Note: Please refer to current standardized immunization documents and official exemption forms developed and updated by the Colorado Department of Public Health and Environment for a list of immunization requirements and recommendations.
2. A student will be exempted from required immunizations only upon submission of:
  - a. A completed certificate of medical exemption from a licensed physician, qualified physician assistant, or advanced practice nurse that the student's physical condition is such that immunization would endanger the student's life or health or is otherwise medically contraindicated due to other medical conditions; or
  - b. A certificate of completion of an online education module administered by the Colorado Department of Public Health and Environment; or A completed certificate of nonmedical exemption signed by the parent/guardian or the emancipated student. In the event of a disease outbreak for which immunization is required, no exemption will be recognized and those students will be excluded from school until the outbreak no longer exists.
3. Parents/guardians or emancipated students who assert a non-medical exemption must submit either a completed certificate of completion of the online education module administered by the Colorado Department of Public Health and Environment or a completed certificate of non-medical exemption that is signed by a parent/guardian or emancipated student and a physician, qualified physician assistant, or advanced practice nurse on an annual basis. Such submission will occur at the beginning of each school year when the nonmedical exemption is asserted.
4. Parents/guardians or emancipated students who assert an exemption from immunizations based on a medical reason must submit the required medical exemption form to the school one time. The medical exemption form must be maintained on file at each school the student attends.
5. If there is a failure to comply with the immunization requirements, the School Nurse Consultant or principal will notify the parent/guardian or emancipated student. Such notification will be accomplished either by telephone, email, or regular mail. Emancipated students must be contacted directly rather than through their parents/guardians. The parent/guardian or emancipated student will be notified of the following:
  - a. That up-to-date immunizations are required under Colorado law.

- b. That within fourteen (14) days of notification, the parent/guardian must submit one of the following: an authorization for the administration of the immunization by health officials, a completed certificate of medical or nonmedical exemption; a certificate of completion of the online education module administered by the Colorado Department of Public Health and Environment, or documentation to the school showing that the next required immunization has been given and a written plan for completion of all required immunizations.
  - c. a. That if the required documentation is not submitted within fourteen (14) days of notification or if the student begins but does not continue or complete the written plan, the student will be suspended or expelled.
- 6. A student who fails to comply will be suspended by the principal for up to five days and notice of the suspension sent to the School Nurse Consultant, in accordance with applicable law.
  - 7. If no certificate of immunization is received during the period of suspension, the Superintendent of Weld Re-4, the authorizing District, will institute proceedings for expulsion.
  - 8. Any suspension or expulsion under this policy will terminate automatically upon compliance.
  - 9. A record of any such suspension or expulsion will be contained in the student's health file, with an appropriate explanation—not in the student's disciplinary file. Any student expelled for failure to comply with the immunization requirements will not be included in calculating the dropout rate but will be included in the annual report to the State Board of Education.

### **Students in Out-of-Home Placements**

The following procedure applies to students in out-of-home placements, as that term is defined by C.R.S. 22-32-138 (1) (h).

Unless the Windsor Charter Academy is otherwise authorized to deny enrollment to a student in out-of-home placement, Windsor Charter Academy will enroll the student regardless of whether the Windsor Charter Academy has received the student's immunization records. Upon enrolling the student, the school will notify the student's legal guardian that unless the school receives the student's certificate of immunization or a written authorization for the administration of immunizations within fourteen (14) days after the student enrolls, Windsor Charter Academy will suspend the student until such time as the school receives the certificate of immunization or authorization.

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Windsor Charter Academy Executive Board

Adopted: September 2019

October 2021

### **Legal References**

C.R.S. 22-32-140

C.R.S. 22-323-106

C.R.S. 25-4-901 et seq.

