

Newton Public Schools

Newton Health and Human Services

Protocol for Immunization Requirements for All Visiting Students

Massachusetts regulation 105 CMR 220.00 (Immunization of Students Before Admission to School) specifies that students must be immunized according to Massachusetts requirements before they may enter school. This regulation also applies to “any individual from another country attending or visiting classes or educational programs as part of a formal academic visitation or exchange program and applies to all visiting students, even if their program is for a short duration.” (Massachusetts Department of Public Health)

Students who are not immunized per the Massachusetts Required Vaccines, will not be able to attend programs held inside Newton Public School Buildings.

Role of the Newton Exchange/Event Program Coordinator

- Notify the Director of School Health Services, via email, of the trip at the outset of the trip planning process. The information should include the country of the exchange and the estimated number of students on the trip.
- Communicate with the program coordinator of the visiting school(s) [the immunization requirements](#) of Massachusetts General Laws. Students who do not meet these requirements will not be able to attend any events in Newton Public School buildings.
- Provide the Director of School Health Services with the name, date of birth, [and immunization records](#), in English, of the visiting students as soon as the information is available, but no later than three months prior to the arrival of students on . If the students are arriving in September, the Director of Health Services will need that information no later than **May 15th**.
- All correspondences to the Director of School Health Services must be in English.
- Notify and provide the Director of School Health Services with documentation of updated immunizations records that are received after initial review of immunizations.

Role of Visiting Exchange/Event Program Coordinator

- Work with Newton Exchange/Event Program Coordinator to ensure vaccine records are complete

Role of Visiting Students and Families

- Provide immunization records for review. Records must be provided to NPS in English, on [this form](#) (with the exception of Educatus), filled out and signed by their Medical Provider at least three months to arrival
- Provide any additional information as needed

Role of the Director of School Health Services/School Nurse at Education Center or High Schools

- Provide the Program Coordinator and/or program liaison with a copy of the Massachusetts Immunization Requirements
- Create a google folder for uploading of documents
[Template for Tracking Immunizations](#) all information will be shared via this google sheet
- Review the immunization records of all visiting students
- Notify the Program coordinator from Newton which students require additional immunizations within 2 weeks of receiving the documentation
- Review additional documentation of updated immunization records when provided
- Final review is completed one month before arrival and no documentation will be accepted nor reviewed after that time
- If students arrive to Newton without required immunizations, notify building Principal and Superintendent as student(s) will be excluded from entering Newton Public Schools until missing immunization requirements are met
- Consult with the Newton Health Department as needed

