

Adopted: Orig. 9/25/2022

Revised: 1/27/2026

530 IMMUNIZATION REQUIREMENTS

I. PURPOSE

The purpose of this policy is to ensure that all students receive the proper immunizations as mandated by law, thereby promoting the health and safety of all students.

II. GENERAL STATEMENT OF POLICY

All students are required to provide proof of immunization or appropriate documentation exempting them from such immunization, as well as any other necessary data to ensure that they are free from communicable diseases, as a condition of enrollment.

III. STUDENT IMMUNIZATION REQUIREMENTS

- A. No student may be enrolled or remain enrolled, on a full-time, part-time, or shared-time basis, in any school within the charter school until the student or the student's parent or guardian has submitted to the office manager the required proof of immunization. Prior to the student's first date of attendance, the student or the student's parent or guardian shall provide to the designated charter school office manager one of the following statements:
 - 1. a statement from a physician, advanced practice registered nurse, physician assistant, or a public clinic which provides immunizations (hereinafter "medical statement"), affirming that the student received the immunizations required by law, consistent with medically acceptable standards; or
 - 2. a medical statement affirming that the student received the primary schedule of immunizations required by law and has commenced a schedule of the remaining required immunizations, indicating the month and year each immunization was administered, consistent with medically acceptable standards.
- B. The statement of a parent or guardian of a student or an emancipated student may be substituted for the medical statement. If such a statement is substituted, this statement must indicate the month and year each immunization was administered. Upon request, the office manager will

provide the parent or guardian of a student, or an emancipated student, with the dosages required for each vaccine, based on the student's age.

- C. When there is evidence of the presence of a communicable disease, or when required by any state or federal agency and/or state or federal law, students and/or their parents or guardians may be required to submit such other health care data as is necessary to ensure that the student has received any necessary immunizations and/or is free of any communicable diseases. No student may be enrolled or remain enrolled in any charter school until the student or the student's parent or guardian has submitted the required data.
- D. The charter school may allow a student transferring into a school a maximum of 30 days to submit a statement specified in Section III.A. or III.B., above, or Section IV., below. Students who do not provide the appropriate proof of immunization or the required documentation related to an applicable exemption from the required immunization within the specified time frames shall be excluded from school until such time as the appropriate proof of immunization or exemption documentation has been provided.

IV. EXEMPTIONS FROM IMMUNIZATION REQUIREMENTS

Students will be exempt from the foregoing immunization requirements under the following circumstances:

- A. The parent or guardian of a minor student or an emancipated student submits a signed medical statement affirming that the immunization of the student is contraindicated for medical reasons or that laboratory confirmation of the presence of adequate immunity exists; or
- B. The parent or guardian of a minor student or an emancipated student submits his or her notarized statement stating the student has not been immunized because of the conscientiously held beliefs of the parent, guardian, or student.

V. NOTICE OF IMMUNIZATION REQUIREMENTS

- A. The charter school will develop and implement a procedure to:
 - 1. notify parents and students of the immunization and exemption requirements by use of a form approved by the Department of Health;
 - 2. notify parents and students of the consequences for failure to provide required documentation regarding immunizations;

3. review student health records to determine whether the required information has been provided; and
 4. make reasonable arrangements to send a student home when the immunization requirements have not been met and advise the student and/or the student's parent or guardian of the conditions for re-enrollment.
- B. The notice provided shall contain written information describing the exemptions from immunization as permitted by law. The notice shall be in a font size at least equal to that of the immunization requirements and on the same page as the immunization requirements.

VI. IMMUNIZATION RECORDS

- A. The charter school will maintain a file containing the immunization records for each student in attendance at the charter school for at least five years after the student attains the age of majority.
- B. Upon request, the charter school may exchange immunization data with persons or agencies providing services on behalf of the student. Immunization data is considered private student data, and its disclosure shall be governed by Policy 515, Protection and Privacy of Pupil Records.
- C. The office manager will assist a student and/or the student's parent or guardian in the transfer of the student's immunization file to the student's new school within 30 days of the student's transfer.
- D. Upon request of a public or private post-secondary educational institution, the office manager will assist in the transfer of the student's immunization file to the post-secondary educational institution.

VII. OTHER

Within 60 days of the commencement of each new school term, the school district will forward a report to the Commissioner of the Minnesota Department of Education stating the number of students attending each charter school, including the number of students receiving instruction in a home school, the number of students who have not been immunized, and the number of students who received an exemption. The charter school will also forward to the Commissioner of the Department of Health a copy of all exemption statements received by the school district.

Legal References: Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)
Minn. Stat. § 121A.17 (School Board Responsibilities)

Minn. Stat. § 144.29 (Health Records; Children of School Age)
Minn. Stat. § 144.3351 (Immunization Data)
Minn. Stat. § 144.441 (Tuberculosis Screening in Schools)
Minn. Stat. § 144.442 (Testing in Schools)
Minn. Rules Parts 4604.0100-4604.1020 (Immunization)
McCarthy v. Ozark Sch. Dist., 359 F.3d 1029 (8th Cir. 2004)
Op. Atty. Gen. 169-W (July 23, 1980)
Op. Atty. Gen. 169-W (Jan. 17, 1968)

Cross References: MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)