Coronavirus (COVID-19) Vaccination Compliance Steps

Beginning in the 2022-23 school year, the COVID-19 vaccine is required for school attendance for all students who are eligible to receive a COVID-19 vaccination that is fully approved by the US Food and Drug Administration (FDA) for their age. Schools should use this resource to determine the steps to take for various student groups as requirements for the COVID-19 vaccination come into effect.

For full details, access the Immunization Attendance Policy on the OSSE website.

THREE STEPS FOR STUDENTS AGE 16 AND OLDER AT THE START OF THE 2022-23 SCHOOL YEAR

1. Notify Non-Compliant Student Prior to Removal from School
   - Double-Check Records
   - Send Initial and Subsequent Notifications to Parent, Guardian, or Adult Student
   - Send a Final Determination Notification to Parent, Guardian, or Adult Student on the 20th School Day

2. If the Student Remains Out of Compliance after the 20-School Day Period has Passed
   - Do Not Allow the Student to Attend School
   - Use "Unexcused Absence - Immunization" Attendance Code for Each Day Missed
   - Continue Outreach Efforts to Parent, Guardian, or Adult Student

3. When the Student is Allowed to Return after Previously Being Removed from School
   - Confirm Receipt of Immunization Certification to Parent, Guardian, or Adult Student
   - Reclassify Absent Days to "Excused Absence - Immunization" Attendance Code

FIVE STEPS FOR STUDENTS WHO BECOME ELIGIBLE BASED ON AGE DURING THE 2022-23 SCHOOL YEAR

1. Prior to the Student’s Birthday
   - Double-Check Records to Ensure COVID-19 Vaccination Certification has Not Been Submitted
   - Notify the Parent or Guardian of the Impending Requirement Prior to the Student’s Birthday

2. On the Student’s Birthday
   - Send Initial and Subsequent Notifications to Parent or Guardian Alerting them of the 70 Calendar Day Deadline to Receive the COVID-19 Vaccinations

3. On Day 70 after the Student’s Birthday
   - Send a Final Determination Notification to Parent or Guardian

4. When the Student is Allowed to Return after Previously Being Removed from School
   - Confirm Receipt of Immunization Certification to Parent or Guardian
   - Reclassify Absent Days to “Excused Absence - Immunization” Attendance Code

5. If the Student Remains Out of Compliance after the 70-Calendar Day Period has Passed
   - Do Not Allow the Student to Attend School
   - Use “Unexcused Absence - Immunization” Attendance Code for Each Day Missed
   - Continue Outreach Efforts to Parent or Guardian

FOUR STEPS FOR STUDENTS WHO BECOME ELIGIBLE BASED ON NEW FDA APPROVAL DURING THE 2022-23 SCHOOL YEAR

1. When a COVID-19 Vaccine Receives Full FDA Approval for a New Age Group
   - Double-Check Records to Ensure COVID-19 Vaccination Certification has Not Been Submitted
   - Send Initial and Subsequent Notifications to Parent or Guardian Alerting them of the 70 Calendar Day Deadline to Receive the COVID-19 Vaccinations

2. On Day 70 after Full FDA Approval
   - Send a Final Determination Notification to Parent or Guardian

3. If the Student Remains Out of Compliance after the 70-Calendar Day Period has Passed
   - Do Not Allow the Student to Attend School
   - Use “Unexcused Absence - Immunization” Attendance Code for Each Day Missed
   - Continue Outreach Efforts to Parent or Guardian

4. When the Student is Allowed to Return after Previously Being Removed from School
   - Confirm Receipt of Immunization Certification to Parent or Guardian
   - Reclassify Absent Days to “Excused Absence - Immunization” Attendance Code

5. When a COVID-19 Vaccine Receives Full FDA Approval for a New Age Group
   - Double-Check Records to Ensure COVID-19 Vaccination Certification has Not Been Submitted
   - Send Initial and Subsequent Notifications to Parent or Guardian Alerting them of the 70 Calendar Day Deadline to Receive the COVID-19 Vaccinations

6. On Day 70 after Full FDA Approval
   - Send a Final Determination Notification to Parent or Guardian

7. If the Student Remains Out of Compliance after the 70-Calendar Day Period has Passed
   - Do Not Allow the Student to Attend School
   - Use “Unexcused Absence - Immunization” Attendance Code for Each Day Missed
   - Continue Outreach Efforts to Parent or Guardian

8. When the Student is Allowed to Return after Previously Being Removed from School
   - Confirm Receipt of Immunization Certification to Parent or Guardian
   - Reclassify Absent Days to “Excused Absence - Immunization” Attendance Code

STAY ON TRACK!
Now more than ever, it’s important that your child receives their immunizations on time.