STAY ON TRACK!

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

IMMUNIZATION POLICY FOR IN-PERSON ATTENDANCE:
SIX STEPS TO A FULLY IMMUNIZED SCHOOL

For full details, access the Immunization Policy for In-Person Attendance on the OSSE website.

Establish
School-Level
Responsibilities
and a School
Health Team

Conduct Frequent
Reviews of
Immunization
Certification
Compliance

Take Action for Non-Compliant Students after the
20-School Day Period has Passed
• Offer the Student Distance Learning or
  Use “Unexcused Absence - Immunization”
  Attendance Code for Each Day Missed
• Continue Outreach Efforts to Parent, Guardian,
or Adult Student

STEP 1
Disseminate
Information to All
Families and Establish
Communications
Protocols

STEP 2
Take Action to Notify Non-Compliant
Students Prior to Removal
• 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

STEP 3
STEP 4
STEP 5
STEP 6

Take Action when a Student is
Allowed to Return after Previously
Being Removed from In-Person
Instruction
• Confirm Receipt of Immunization
  Certification to Parent, Guardian,
or Adult Student
• Reclassify Absent Days to “Excused Absence -
  Immunization” Attendance Code
  (If Applicable)

SPECIAL STUDENT POPULATIONS:
• Students experiencing homelessness: Never remove from
  attendance.
• Military children: Give 30 calendar days from the date
  of stage five enrollment to provide immunization
certification.
• Students with disabilities: Not exempt from the
  requirements.
• Adult and foreign-born students: May require review
  from DC Health of older or foreign proof of immunization
certification.
• Transferring students: Immunization certification is the
  responsibility of the enrolling school. If a student transfers
  to a new school, the newly enrolling school must ensure
  immunization certification is met.

ADDITIONAL INFORMATION:
OSSE: bit.ly/DCIAP
• Immunization Policy for In-Person Attendance
  and Webinar
• Resources to share with families
• Template notification letters
DC Health: dchealth.dc.gov/node/112212
• Immunization requirements and forms
• Pediatric immunizations locations
DC Health Link: dchealthlink.com/
• Access to health insurance