



Book	Policy Manual
Section	200 Pupils
Title	Enrollment in District
Number	200
Status	Active
Adopted	November 21, 2006
Last Revised	August 18, 2009

### **Authority**

The Board shall enroll school age students eligible to attend district schools, in accordance with Board policy, laws and regulations.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)

### **Definitions**

**School age** shall be defined as the period from the earliest admission age for the district's kindergarten program until graduation from high school or the end of the school term in which a student reaches the age of twenty-one (21) years, whichever occurs first.[\[1\]](#)[\[5\]](#)

**District of residence** shall be defined as the school district in which a student's parents/guardians reside.[\[2\]](#)[\[3\]](#)

### **Guidelines**

#### **Enrollment Requirements**

School age resident students and eligible nonresident students shall be entitled to attend district schools.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[6\]](#)

The district shall normally enroll a school age, eligible student the next business day, but no later than five (5) business days after application.[\[3\]](#)

The district shall not enroll a student until the parent/guardian has supplied proof of the student's age, residence, and immunizations and a complete Parent Registration Statement, as required by law and regulations.[\[1\]](#)[\[2\]](#)[\[7\]](#)[\[3\]](#)[\[8\]](#)[\[9\]](#)

The district shall immediately enroll identified homeless students, even if the student or parent/guardian is unable to produce the required documents.[\[10\]](#)

The district shall not inquire about the immigration status of a student as part of the enrollment process.[\[3\]](#)

Enrollment requirements and procedures shall apply to nonresident students approved to attend district schools, in accordance with Board policy, by the Superintendent.[11]

The district shall administer a home language survey to all students enrolling in district schools for the first time.[3][12]

### Residency Eligibility

When the parents of a student reside in different school districts, the student may attend school in the district of residence of the parent with whom the student lives for a majority of the time, unless a court order or court approved custody agreement specifies otherwise.[3]

If the parents of a student share joint custody and time is evenly divided, the parents may choose which of the two (2) school districts the student will enroll in for the school year.

If the student is an emancipated minor, the resident school district shall be the one in which the student is then living.

### Delegation of Responsibility

The Superintendent or designee shall develop and disseminate administrative regulations for the enrollment of eligible students in district schools.

#### Legal

[1. 24 P.S. 1301](#)

[2. 24 P.S. 1302](#)

[3. 22 PA Code 11.11](#)

[4. 22 PA Code 11.41](#)

[5. 22 PA Code 11.12](#)

[6. 22 PA Code 12.1](#)

[7. 24 P.S. 1303a](#)

8. Pol. 203

9. Pol. 216.1

10. Pol. 251

11. Pol. 202

12. Pol. 138

Pol. 201



Book	Policy Manual
Section	200 Pupils
Title	Admission of Students
Number	201
Status	Active
Adopted	May 23, 2000
Last Revised	February 21, 2012

### **Authority**

The Board shall establish age requirements for the admission of students to first grade and to kindergarten that are consistent with law and regulations.[\[1\]](#)[\[2\]](#)[\[3\]](#)

### **Guidelines**

#### **First Grade**

**Beginners** are students entering the lowest grade of the primary school above the kindergarten level. Beginners shall be admitted to school only during the first two (2) weeks of the annual school term and thereafter at the district's discretion. A child who is eight (8) years of age shall be admitted to school at any time during the school year.[\[4\]](#)[\[5\]](#)

The Board establishes the district's entry age for beginners as not less than five (5) years and seven (7) months before September 1 and not more than six (6) years before the first day of the school term.[\[4\]](#)[\[6\]](#)

The Board may admit as a beginner a child who is five (5) years old and demonstrates readiness for entry by the first day of the school term, upon the written request of the parent/guardian, recommendation of the school psychologist, and approval of the Superintendent.[\[7\]](#)

The Board is not required to admit as a beginner any child whose age is less than the district's established admission age for beginners.[\[7\]](#)

#### **Kindergarten**

A child is eligible for admission to kindergarten if s/he has attained the age of five (5) before the first day of September.[\[8\]](#)

However, the Superintendent may consider extenuating circumstances, supported by data, in order to make an exception for a child's admission to kindergarten on a case-by-case basis.

## **Delegation of Responsibility**

The Superintendent or designee shall require that the parent/guardian of each student who registers for entrance to school shall submit proof of age, residency, and required immunizations.[9][10]

### **Legal**

[1. 24 P.S. 1301](#)

[2. 22 PA Code 11.12](#)

[3. 22 PA Code 11.41](#)

[4. 24 P.S. 1304](#)

[5. 24 P.S. 1326](#)

[6. 22 PA Code 11.15](#)

[7. 22 PA Code 11.16](#)

[8. 22 PA Code 11.14](#)

9. Pol. 200

10. Pol. 203

[24 P.S. 503](#)

[22 PA Code 4.41](#)



Book	Policy Manual
Section	200 Pupils
Title	Eligibility of Nonresident Students
Number	202
Status	Active
Adopted	May 23, 2000
Last Revised	August 21, 2007

### **Purpose**

The Board shall operate district schools for the benefit of students residing in this district who are eligible for attendance.[\[1\]\[2\]](#)

### **Authority**

The Board may permit the admission of nonresident students in accordance with Board policy.[\[3\]\[4\]\[5\]](#)

The Board shall require that appropriate legal documentation showing dependency or guardianship or a sworn statement of full residential support be filed with the Board Secretary before an eligible nonresident student may be accepted as a student in the district schools. The Board may require a resident to submit additional, reasonable information to substantiate a sworn statement, in accordance with guidelines issued by the Department of Education.[\[6\]\[7\]](#)

The Board reserves the right to verify claims of residency, dependency and guardianship and to remove from school attendance a nonresident student whose claim is invalid.

If information contained in the sworn statement of residential support is found to be false, the student shall be removed from school after notice is given of an opportunity to appeal the student's removal, in accordance with Board Policy 906, Public Complaints.[\[6\]\[8\]](#)

The Board shall not be responsible for transportation to or from school for any nonresident student residing outside school district boundaries.

Tuition rates shall be determined in accordance with statute. Tuition shall be charged monthly, in advance of attendance.[\[4\]\[9\]\[10\]](#)

### **Guidelines**

#### **Nonresident Children Placed in the District**

Any child placed in the home of a district resident by a court or government agency shall be admitted to district schools and shall receive the same benefits and be subject to the same responsibilities as resident children.[\[11\]](#)

### Residents of Institutions

A child who is living in or assigned to a facility or institution for the care or training of children that is located within this district is not a legal resident of the district by such placement; but s/he shall be admitted to district schools, and a charge shall be made for tuition in accordance with statute.[\[12\]\[13\]\[17\]\[18\]\[19\]\[15\]](#)

### Future Residents

A student eligible for attendance whose parent/guardian has executed a contract to buy, build or rent a residence in this district for occupancy by three (3) months may be enrolled without payment of tuition.[\[4\]](#)

If the student does not become a resident of the district by the end of the period for which free attendance is given, tuition shall be required until residency is established.

Parents/Guardians of students who claim admission on the basis of future residency shall be required to demonstrate proof of the anticipated residency.

### Former Residents

Regularly enrolled students whose parents/guardians have moved out of the school district may be permitted to finish the school year without payment of tuition when the parents/guardians move from the district during the semester immediately previous to the end of the school year or when the student is completing the senior year and will graduate.[\[4\]](#)

### Other Nonresident Students

A nonresident student may be admitted to district schools without payment of tuition where attendance is justified on the grounds that the student has a parent/guardian who is a regular full-time employee of the school district as defined by the Public School Employees' Retirement Board or the student lives full-time and not just for the school year with district residents who have assumed bona fide legal dependency or guardianship or full residential support of the student.[\[6\]\[7\]](#)

### Delegation of Responsibility

The Superintendent or designee shall develop procedures for the enrollment of nonresident students which:

1. Admit such students only on proper application and submission of required documentation by the parent/guardian.
2. Verify claims of residency.
3. Do not exclude any eligible student on the basis of race, creed, color, gender, sexual orientation, national origin, ancestry, or handicap/disability.[\[16\]](#)

4. Deny admission where the educational facilities or program maintained for district students is inadequate to meet the needs of the applicant.
5. Make continued enrollment of any nonresident student contingent upon maintaining established standards of attendance, discipline and academics.

Legal

- [1. 24 P.S. 501](#)
- [2. 24 P.S. 502](#)
- [3. 24 P.S. 1301](#)
- [4. 24 P.S. 1316](#)
5. Pol. 200
- [6. 24 P.S. 1302](#)
- [7. 22 PA Code 11.19](#)
8. Pol. 906
- [9. 24 P.S. 2561](#)
10. Pol. 607
- [11. 24 P.S. 1305](#)
- [12. 24 P.S. 1306](#)
- [13. 24 P.S. 1307](#)
- [15. 22 PA Code 11.18](#)
16. Pol. 103
- [17. 24 P.S. 1308](#)
- [18. 24 P.S. 1309](#)
- [19. 24 P.S. 1310](#)
- [24 P.S. 1306.2](#)
- [24 P.S. 2503](#)
- [22 PA Code 11.41](#)







Book	Policy Manual
Section	200 Pupils
Title	Homeless Students
Number	251
Status	Active
Adopted	November 18, 2003

### **Authority**

The Board recognizes its obligation to ensure that homeless students have access to the same educational programs and services provided to other district students. The Board shall make reasonable efforts to identify homeless children within the district, encourage their enrollment, and eliminate existing barriers to their attendance and education, in compliance with federal and state law and regulations.[\[1\]](#)[\[2\]](#)[\[3\]](#)

The Board may waive policies, procedures and administrative regulations that create barriers for enrollment, attendance, transportation and success in school of homeless students, based on the recommendation of the Superintendent.

### **Definitions**

**Homeless students** are defined as individuals lacking a fixed, regular and nighttime residence, which include the following conditions:[\[4\]](#)

1. Sharing the housing of other persons due to loss of housing or economic hardship.
2. Living in motels, hotels, trailer parks or camping grounds due to lack of alternative adequate accommodations.
3. Living in emergency, transitional or domestic violence shelters.
4. Abandoned in hospitals.
5. Awaiting foster care placement.
6. Living in public or private places not designed for or ordinarily used as regular sleeping accommodations for human beings.
7. Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations or similar settings.
8. Living as migratory children in conditions described in previous examples.

9. Living as run-away children.

10. Abandoned or forced out of homes by parents or caretakers.

11. Living as school age unwed mothers in houses for unwed mothers if they have no other living accommodations.

**School of origin** is defined as the school the student attended when permanently housed or the school in which the student was last enrolled.

### **Delegation of Responsibility**

The Board designates the high school principal to serve as the district's liaison for homeless students and families.

The district's liaison shall coordinate with:[\[5\]](#)

1. Local service agencies that provide services to homeless children and youth and families.
2. Other school districts on issues of records transfer and transportation.
3. State and local housing agencies responsible for comprehensive housing affordability strategies.

The district's liaison shall provide public notice of the educational rights of homeless students in schools, family shelters, and soup kitchens.

### **Guidelines**

Students shall not be discriminated against, segregated nor stigmatized based on their status as homeless.[\[6\]](#)

### **Enrollment/Placement**

To the extent feasible, and in accordance with the student's best interest, a homeless student shall continue to be enrolled in his/her school of origin while s/he remains homeless or until the end of the academic year in which s/he obtains permanent housing. Parents/Guardians of a homeless student may request enrollment in the school in the attendance area where the student is actually living or other schools. If a student is unaccompanied by a parent/guardian, the district liaison will consider the views of the student in determining where s/he will be enrolled.[\[5\]](#)

The selected school shall immediately enroll the student and begin instruction, even if the student is unable to produce records normally required for enrollment pursuant to district policies. However, the district may require a parent/guardian to submit contact information. The district liaison may contact the previous school for oral confirmation of immunizations, and the school shall request records from the previous district, pursuant to Board policy.[\[7\]](#)  
[\[8\]](#)[\[9\]](#)[\[10\]](#)[\[11\]](#)

If the district is unable to determine the student's grade level due to missing or incomplete records, the district shall administer tests or utilize appropriate means to determine the student's placement.

If a dispute arises over school selection or enrollment, the student shall be immediately enrolled in the school in which enrollment is sought, pending resolution of the dispute. The parents/guardians shall be provided with a written explanation of the district's decision, their right to appeal and the procedures to use for the appeal.

### Services

Homeless students shall be provided services comparable to those offered to other district students including, but not limited to, transportation services; school nutrition programs; vocational programs and technical education; preschool programs; programs for students with limited English proficiency; and educational services for which students meet eligibility criteria, such as programs for disadvantaged students, students with disabilities, and gifted and talented students.[\[5\]\[2\]](#)

### Transportation

The district shall provide transportation for homeless students to their school of origin or the school they choose to attend within the school district.[\[5\]\[2\]](#)

If the school of origin is outside district boundaries or homeless students live in another district but will attend their school of origin in this district, the school districts shall agree upon a method to apportion the responsibility and costs of the transportation.

### Legal

[1. 42 U.S.C. 11431 et seq](#)

[2. 24 P.S. 1306](#)

[3. 22 PA Code 11.18](#)

[4. 42 U.S.C. 11434a](#)

[5. 42 U.S.C. 11432](#)

[6. 42 U.S.C. 11431](#)

7. Pol. 201

8. Pol. 203

9. Pol. 204

10. Pol. 209

11. Pol. 216





Book	Policy Manual
Section	200 Pupils
Title	Foreign Exchange Students
Number	239
Status	Active
Adopted	May 23, 2000
Last Revised	February 18, 2003

### **Purpose**

In order to promote cultural awareness and understanding and to provide diverse experiences to district students, the Board shall admit foreign exchange students into district schools.

### **Authority**

The Board shall accept foreign exchange students who meet the established guidelines for admission to district schools.[\[1\]](#)

The Board shall accept exchange students on a J-1 Visa who reside within the district as participants in group-sponsored exchange programs approved by the Board. Exchange students on a J-1 Visa shall not be required to pay tuition.

The Board shall accept privately sponsored exchange students on an F-1 Visa for attendance only in secondary schools upon payment of tuition at the established district rate; tuition payments may not be waived. The period of attendance shall not exceed twelve (12) months.

The number of foreign exchange students selected for each academic year shall not exceed five (5) unless the Board grants an exception on a case-by-case basis.

### **Delegation of Responsibility**

The Superintendent or designee shall be responsible for determining the visa status and eligibility of foreign exchange students applying for admission to district schools.

All potential organizations or individuals applying for admission shall forward the request to the Superintendent or designee by July 1 preceding the school year of attendance.

### **Guidelines**

Foreign exchange students shall comply with all immunization requirements for students. Once admitted, all exchange students shall be subject to all district policies and regulations governing students.[2]

Students applying for admission shall provide documentation of English language proficiency. Acceptable assessment instruments include the Woodcock-Munoz Language Survey Test (score of Fluent English Proficiency) or the Standardized Language Evaluation Proficiency Test (SLEP).

Legal [1.8 U.S.C. 1101](#)  
2. Pol. 203



Book	Policy Manual
Section	200 Pupils
Title	Immunizations and Communicable Diseases
Number	203
Status	Active
Adopted	May 23, 2000
Last Revised	August 16, 2011

### **Authority**

In order to safeguard the school community from the spread of certain communicable diseases, the Board requires that established policy and administrative regulations be followed by students, parents/guardians and district staff.[\[3\]\[1\]](#)

### **Guidelines**

#### **Immunization**

All students shall be immunized against specific diseases in accordance with state law and regulations, unless specifically exempt for religious or medical reasons.

A certificate of immunization shall be maintained as part of the health record for each student, as required by the Pennsylvania Department of Health.[\[2\]](#)

A student who has not been immunized in accordance with state regulations shall not be admitted to or permitted to attend district schools, unless exempted for medical or religious reasons or provisionally admitted by the Superintendent.[\[3\]\[4\]\[5\]\[6\]\[2\]](#)

A student shall be exempt from the requirements for immunization whose parent/ guardian objects in writing to such immunization on religious grounds or whose physician certifies that the student's physical condition contraindicates immunization.[\[3\]\[4\]\[5\]\[6\]](#)

Monitoring of immunization requirements shall be the responsibility of the Superintendent or designee and the building principal or designee.[\[3\]](#)

Students attending child care group settings located in a school, a pre-kindergarten program or an early intervention program operated by the district shall be immunized in accordance with the Advisory Committee on Immunization Practices (ACIP) standards.[\[7\]](#)

The Superintendent or designee shall:

1. Annually review state standards for immunization and direct the responsible district personnel accordingly.
2. Ensure that parents/guardians are informed prior to a student's admission to school of the requirements for immunization, the requisite proof of immunization, exemption available for religious or medical reasons, and means by which such exemptions may be claimed.[\[3\]](#)[\[5\]](#)[\[6\]](#)[\[2\]](#)[\[8\]](#)[\[9\]](#)
3. Investigate and recommend to the Board district-sponsored programs of immunization that may be warranted to safeguard the health of the school community. Such program shall be subject to Board approval and may be conducted in cooperation with local health agencies.

The Superintendent or designee shall report immunization data on the required form to the Department of Health by October 15 of each year.[\[10\]](#)

### Communicable Diseases

The Board authorizes that students who have been diagnosed by a physician or are suspected of having a disease by the school nurse shall be excluded from school for the period indicated by regulations of the Department of Health for certain specified diseases and infectious conditions.[\[11\]](#)[\[12\]](#)[\[13\]](#)

The school nurse shall report the presence of suspected communicable diseases to the appropriate local health authority, as required by the Department of Health.[\[14\]](#)[\[15\]](#)[\[16\]](#)

The Superintendent or designee shall direct that health guidelines and universal precautions designed to minimize the transmission of communicable diseases be implemented in district schools.

Instruction regarding prevention of communicable and life threatening diseases shall be provided by the schools in the educational program for all levels, in accordance with state regulations.[\[17\]](#)

Parents/Guardians shall be informed of and be provided opportunities during school hours to review all curriculum materials used in instruction relative to communicable and life threatening diseases.[\[18\]](#)[\[17\]](#)[\[19\]](#)

### Health Records

A comprehensive health record shall be maintained for each student enrolled in the district. The record shall include the results of required tests, measurements, screenings, regular and special examinations, and medical questionnaires.[\[20\]](#)[\[21\]](#)

All health records shall be confidential, and their contents shall be divulged only when necessary for the health of the student or to a physician at the written request of the parent/guardian.[\[22\]](#)

The district shall require parents/guardians to annually complete a medical history report form that includes information regarding known communicable diseases.



Legal

[1. 28 PA Code 23.81 et seq](#)

[2. 28 PA Code 23.85](#)

[3. 24 P.S. 1303a](#)

[4. 22 PA Code 11.20](#)

[5. 28 PA Code 23.83](#)

[6. 28 PA Code 23.84](#)

[7. 28 PA Code 27.77](#)

8. Pol. 200

9. Pol. 201

[10. 28 PA Code 23.86](#)

[11. 28 PA Code 27.71](#)

[12. 28 PA Code 27.72](#)

13. Pol. 204

[14. 28 PA Code 27.1](#)

[15. 28 PA Code 27.2](#)

[16. 28 PA Code 27.23](#)

[17. 22 PA Code 4.29](#)

[18. 22 PA Code 4.4](#)

19. Pol. 105.1

[20. 24 P.S. 1402](#)

21. Pol. 209

[22. 24 P.S. 1409](#)

Pol. 105.2





Book	Policy Manual
Section	200 Pupils
Title	HIV Infection
Number	203.1
Status	Active
Adopted	May 23, 2000
Last Revised	September 16, 2014

### **Purpose**

The Board is committed to providing a safe, healthy environment for its students and employees. The purpose of this policy shall be to safeguard the health and well-being of students and employees while protecting the rights of the individual.

This policy is based on current evidence that HIV Infection is not normally transmissible by infected individuals within the school setting, except as noted in this policy.

### **Definitions**

**AIDS** - Acquired Immune Deficiency Syndrome.[\[1\]](#)

**HIV Infection** - refers to the disease caused by the HIV or human immunodeficiency virus.

**Infected students** - refers to students diagnosed as having HIV Infection, including those who are asymptomatic.

### **Authority**

This policy shall apply to all students in all programs conducted by the school district.

The Board directs that the established Board policies and administrative regulations governing attendance and school rules relative to illnesses and other diseases among students shall also apply to infected students.[\[2\]](#)[\[3\]](#)

The Board shall not require routine screening tests for HIV Infection in the school setting, nor will such tests be a condition for school attendance.

### **Delegation of Responsibility**

The Superintendent or designee shall be responsible for developing and releasing all information concerning HIV Infection and infected students.

All district employees shall strive to maintain a respectful school climate and to prohibit physical or verbal harassment of any individual or group, including infected students.[\[4\]](#)

Building principals shall notify students, parents/guardians and employees about current Board policies concerning HIV Infection and shall provide reasonable opportunities to discuss the policy and related concerns.

## **Guidelines**

### **Attendance**

Infected students have the same right to attend school and receive services as other students and shall be subject to the same policies and administrative regulations. HIV Infection shall not factor into decisions concerning educational programs, privileges or participation in any school-sponsored activity.[\[5\]](#)[\[6\]](#)[\[7\]](#)

School authorities shall determine the educational placement of infected students on a case-by-case basis by following Board policies and administrative regulations established for students with chronic health problems and students with disabilities.

When an infected student's parents/guardians voluntarily disclose information regarding the student's condition, the district employee who receives the information shall obtain the written consent of the parents/guardians to disclose the information to members of the Screening Team.[\[8\]](#)

A Screening Team comprised of the Superintendent or designee, building principal, school nurse, district physician, student's parents/guardians, and attending physician shall evaluate the educational placement of an infected student. Placement decisions shall be based on the student's need for accommodations or services.

First consideration must be given to maintaining the infected student in a regular assignment. Any decision for an alternative placement must be supported by specific facts and data.

An infected student, who is unable to attend school, as determined by a medical examination, shall be considered for homebound instruction or an alternative placement.

An infected student may be excused from school attendance if the parent/guardian seeks such excusal based on the advice of medical or psychological experts treating the student.[\[9\]](#)[\[10\]](#)[\[11\]](#)[\[12\]](#)

An infected student's placement shall be reassessed if there is a change in the student's need for accommodations or services.[\[9\]](#)[\[13\]](#)[\[3\]](#)

### **Confidentiality**

District employees who have knowledge of an infected student's condition shall not disclose any information without prior written consent of the student's parents/ guardians, consistent with the requirements of the Pennsylvania Confidentiality of HIV-Related Information Act.[\[8\]](#)

All health records, notes and other documents referring to an infected student's condition shall be secured and kept confidential.[\[14\]](#)[\[8\]](#)

### **Infection Control**

All employees shall be required to consistently follow infection control/universal precautions in all settings and at all times, including playgrounds and school buses. Employees shall

notify the Superintendent/designee of all incidents of exposure to bodily fluids and when a student's health condition or behavior presents a reasonable risk of transmitting an infection.

Employees shall treat all bodily fluids as hazardous and shall follow universal precautions for any exposure to bodily fluids.

The school district shall maintain reasonably accessible equipment and supplies necessary for infection control.

### Staff Development

The district shall provide opportunities for employees to participate in inservice education on HIV Infection.

Designated district employees shall receive additional, specialized training appropriate to their positions and responsibilities.

### Prevention Education

The goals of HIV prevention education shall be to promote healthy living and discourage the behaviors that put people at risk of acquiring HIV Infection. Prevention education shall be taught at every grade level as part of the curriculum, be appropriate to students' developmental maturity, and include accurate information about reducing the risk of HIV Infection. [\[15\]](#)

Prior to HIV Infection instruction in the schools, the district shall inform parents/guardians that curriculum outlines and materials used in the instruction shall be available for review. [\[16\]](#)[\[15\]](#)[\[17\]](#)

A student shall be excused from HIV Infection education when the instruction conflicts with the religious beliefs or principles of the student or parents/guardians, upon the written request of the parents/guardians. [\[16\]](#)[\[15\]](#)[\[18\]](#)

Legal

[1. 35 P.S. 7603](#)

2. Pol. 203

3. Pol. 204

4. Pol. 248

[5. 24 P.S. 1327](#)

6. Pol. 103

7. Pol. 103.1

[8. 35 P.S. 7607](#)

[9. 24 P.S. 1329](#)

[10. 22 PA Code 11.25](#)

11. Pol. 117

12. Pol. 124

[13. 24 P.S. 1330](#)

[14. 24 P.S. 1409](#)

[15. 22 PA Code 4.29](#)

[16. 22 PA Code 4.4](#)

17. Pol. 105.1

18. Pol. 105.2

[24 P.S. 1301](#)

[35 P.S. 7601 et seq](#)



Book	Policy Manual
Section	200 Pupils
Title	Health Examinations/Screenings
Number	209
Status	Active
Adopted	May 23, 2000
Last Revised	November 20, 2007

### **Authority**

In compliance with the School Code, the Board shall require that students of this district submit to health and dental examinations in order to:[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)

1. Protect the school community from the spread of communicable disease.
2. Ensure that the student's participation in health, safety and physical education courses meets his/her individual needs.
3. Ensure that the learning potential of each student is not lessened by a remediable physical disability.

### **Guidelines**

Each student shall receive a comprehensive health examination upon original entry, in sixth grade, and in eleventh grade, conducted by the school physician.[\[2\]](#)[\[5\]](#)[\[4\]](#)

Each student shall receive a comprehensive dental examination upon original entry, in third grade, and in seventh grade, conducted by the school dentist.[\[3\]](#)[\[5\]](#)[\[4\]](#)

A private health and/or dental examination conducted at the parents'/guardians' request and expense will be accepted in lieu of the school examination.[\[5\]](#)

The district will accept reports of privately conducted physical and dental examinations completed within one (1) year prior to a student's entry into the grade where an exam is required.

The school nurse or medical technician shall administer to each student vision tests, hearing tests, tuberculosis tests, other tests deemed advisable, and height and weight measurements, at intervals established by the district. Height and weight measurements shall be used to calculate the student's weight-for-height ratio.[\[2\]](#)[\[4\]](#)[\[7\]](#)

The individual records of health examinations shall be maintained as a confidential record, subject to statute and Board policy.[\[8\]](#)[\[9\]](#)

A student who presents a statement signed by the parent/guardian that a medical examination is contrary to his/her religious beliefs shall be examined only when the Secretary of Health determines that the student presents a substantial menace to the health of others.[\[10\]](#)[\[11\]](#)

Where it appears to school health officials or teachers that a student deviates from normal growth and development, or where school examinations reveal conditions requiring health or dental care, the parent/guardian shall be informed; and a recommendation shall be made that the parent/guardian consult a private physician or dentist. The parent/guardian shall be required to report to the school the action taken subsequent to such notification. When the parent/guardian informs the school of financial inability to provide an examination, the school shall advise him/her of the availability of public assistance. Where no action is taken, the school may conduct further examinations.[\[2\]](#)[\[12\]](#)[\[4\]](#)

Parents/Guardians of students who are to receive physical and dental examinations or screenings shall be notified. The notice shall include the date and location of the examination or screening and notice that the parent/guardian may attend or may have the examination or screening conducted privately at the parent's/guardian's expense. Such statement may also include notification that the student may be exempted from such examination or screening if it is contrary to the parent's/ guardian's religious beliefs.[\[13\]](#)[\[14\]](#)[\[15\]](#)

### **Delegation of Responsibility**

The Superintendent or designee shall instruct all staff members to continually observe students for conditions that indicate health problems or disability and to promptly report such conditions to the school nurse.[\[2\]](#)

The Superintendent or designee shall request an adequate health record from the transferring school for each student transferring into the district.[\[8\]](#)

The Superintendent or designee shall ensure that notice is provided to all parents/ guardians regarding the existence of and eligibility for the Children's Health Insurance Program (CHIP).[\[12\]](#)



Legal

[1. 24 P.S. 1401](#)

[2. 24 P.S. 1402](#)

[3. 24 P.S. 1403](#)

[4. 22 PA Code 12.41](#)

[5. 24 P.S. 1407](#)

[7. 28 PA Code 23.1 et seq](#)

[8. 24 P.S. 1409](#)

[9. Pol. 216](#)

[10. 24 P.S. 1419](#)

[11. 28 PA Code 23.45](#)

[12. 24 P.S. 1406](#)

[13. 24 P.S. 1405](#)

[14. 28 PA Code 23.2](#)

[15. 20 U.S.C. 1232h](#)

[24 P.S. 1401-1419](#)

[22 PA Code 403.1](#)





Book	Policy Manual
Section	200 Pupils
Title	Assignment Within District
Number	206
Status	Active
Adopted	May 23, 2000

### **Purpose**

The Board directs that the assignment of students to classes and schools within this district shall be consistent with the educational needs and abilities of students and best use of district resources.

### **Authority**

The Board shall determine periodically the school attendance areas of the district and shall expect the students within each area to attend the school designated. In assigning students to schools within this district, no discrimination shall occur.[\[1\]](#)[\[2\]](#)

### **Delegation of Responsibility**

The Superintendent shall periodically review existing attendance areas and recommend to the Board changes that may be justified by:

1. Consideration of safe student transportation and travel.
2. Financial and administrative efficiency.
3. Effectiveness of the instructional program.

The Superintendent or designee may assign a student to a school other than that designated in the attendance area when such exception is justified by circumstances and is in the proper educational interest of the student.

The Superintendent or designee shall assign incoming transfer students to schools, grades, and classes that afford each student the greatest likelihood of realizing full educational potential.

The building principal shall assign students in his/her school to appropriate grades, classes, or groups. This action shall be based on consideration of the needs and abilities of the student as well as the administration of the school.

Legal

[1. 24 P.S. 1310](#)

2. Pol. 103



