

**SCHOOL DISTRICT OF WAUZEKA-STEUBEN**

**COMMUNICABLE DISEASES**

**Administrative Procedures**

1. Educational and Preventive Measures for Students/Staff
  - a. The District will ensure that all examinations/inoculations required of students and staff have been obtained.
  - b. The Wisconsin Communicable Disease Chart will serve as an informational guide for communicable diseases. The chart will be available in the school health office. The Wisconsin Department of Health Services Communicable Disease Fact Sheets will provide information and assist school nurses and their assistants in making appropriate decisions about communicable diseases. The District's exposure control plan will also be followed.
  - c. Information regarding suppression and control of communicable diseases will be included as a regular part of the curriculum for students.
  - d. Standard procedures as set forth in the District's Exposure Control Plan (ECP) to prevent the spread of communicable diseases transmitted by air (such as tuberculosis, chicken pox, measles, mumps, and rubella) or by exchange of body fluids (such as hepatitis A and B, rotavirus, cytomegalovirus, salmonella, staphylococcus aureus, and AIDS) and the spread of other conditions (such as pediculosis, scabies, and body lice) will be followed by all staff in the performance of their duties.
  - e. First aid kits and other supplies and equipment appropriate to reducing the risk of transmission of communicable diseases in the school environment, as determined by the nurse serving the school, in cooperation with local public health officials, will be provided in the school building.
2. Confidentiality/Reporting for Students/Staff
  - a. The Principal will function as the District's liaison with students, staff, parent(s)/legal guardian(s), physicians, public health officials, and the community at large concerning communicable disease issues in the school.
  - b. Any person who knows or suspects that a student or staff member has a communicable disease will report the facts to the Principal except when prohibited by the law.
  - c. The Principal will confer with the nurse serving the District and to the extent circumstances warrant and permit, with the subject of the report and for student subjects, the student's parent(s)/legal guardian(s).
  - d. If required pursuant to public health statutes and regulations, the Principal will make a report to the local public health officer.
  - e. The District will maintain the confidentiality of the health records of students and staff, and will not disclose any such records except to the extent required or permitted by law and essential to the safe conduct of the District's operations.
3. Student Exclusion from School
  - a. Students who are suspected of having a communicable disease that could be detrimental to the health of self or others in the school environment may be sent home for diagnosis and treatment. Students who are diagnosed as having a communicable disease that renders them unable to pursue their studies or poses a significant risk of transmission to others in the school environment will be excused from school attendance until their presence no longer poses a threat to the health of themselves or others.

- b. The determination as to whether and under what circumstances a student may be sent home for diagnosis and treatment or excused from school attendance will be made by the Principal, in consultation with the nurse serving the school and, when appropriate, with local public health officials.
- c. The Principal may refer this determination to the health care team. If the disease in question appears to require a lengthy period of exclusion or to pose a serious health threat to the student or others (tuberculosis for example), the Principal should ordinarily refer the determination to the health care team unless referral to the IEP Team is warranted.
- d. For students with previously identified disabilities or whose communicable disease may give rise to exceptional education need, the Principal may refer this determination to the IEP Team. The normal membership of the IEP Team making any such determination should be supplemented to the extent possible by the student's physician and parent(s)/legal guardian(s), the local public health officer, and the Principal and nurse serving the school.
- e. Before making a determination that a student should be sent home for diagnosis and treatment or excused from school attendance, the Principal, health care team, and/or IEP Team reviewing the case will, to the extent circumstances warrant and permit, inform the student and the student's parent(s)/legal guardian(s) of the reason(s) for the contemplated action and will consider any information the student and/or the student's parent(s)/legal guardian(s) may choose to offer regarding the student's condition. If a student is sent home or excused from school attendance pursuant to this procedure, the Principal will immediately notify the student's parent(s)/legal guardian(s) of the action and the reasons therefore.
- f. Alternative educational opportunities will be arranged for students who must be excused from school attendance for a significant period of time.
- g. The Principal, in consultation with the nurse and when appropriate, the local health officials, will determine when a student who has been excused from school attendance may be readmitted. As a condition of continued or renewed attendance, the District may require a statement from a student's physician that a student is in a suitable condition to attend school.
- h. Student Appeals
  - 1. A parent/legal guardian of a minor student or an adult student who disputes the determination or action of the Principal, health care team, or IEP Team concerning exclusion of a student from school attendance pursuant to this procedure may appeal such determination or action by bringing or sending a complaint to the District Administrator.
  - 2. A complaint must be made in writing, signed by the complainant, and submitted within five (5) consecutive school days of the disputed determination or action and must contain: a) a statement of the facts, b) a statement of the relief requested, and c) any necessary medical information.
  - 3. The District Administrator will confer with the complainant within five (5) consecutive school days of receipt of the complaint to verify the nature of the complaint and to explain the procedure that will be followed to resolve the complaint.
  - 4. Complaints involving the identification, evaluation, educational placement, or provision of a free appropriate public education of a student with disabilities will be resolved through the procedures contained in the special education handbook.
  - 5. Complaints involving pupil discrimination on the basis of handicap or of physical, mental, emotional, or learning disability will be resolved through the procedures established by the District to comply with State Stat. 118.13 of the Wisconsin Administrative Code PI 9.04 or 504 or the Federal Rehabilitation Act of 1973.

6. A complainant who remains unsatisfied with the District Administrator's decision may appeal to the Board of Education. This appeal must be made in writing, signed by the complainant, and submitted to the president of the Board of Education within five (5) consecutive school days of the District Administrator's decision and must state the reasons for disagreement with that decision. The Board will afford the complainant a hearing upon request and will render a written decision within 10 consecutive school days of receipt of the appeal.
7. Except to the extent prohibited by law a student may be excluded from school during the pending of any appeal hereunder.

**Legal References:** Wisconsin State Statutes §§ 118.01(2)(d)2c, 118.125, 118.13, 121.02(1)(i), 146.81-146.83, 252.15, 252.19, 252.21; HFS 145 and COMM 32.50(2), Wisconsin Administrative Code 29 Code of Federal Regulations (CFR), Part 1910 - Subpart Z; Health Insurance Portability and Accountability Act (HIPAA); Americans with Disabilities Act of 1990; Section 504, Rehabilitation Act of 1972

**Cross References:** Policies 431 Compulsory Student Attendance, 453.3 Administering Medications to Students, 720 Safety Program

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