

**AN ORDINANCE AMENDING CHAPTER 9, ARTICLE 20, SECTION 9-20.8 ENTITLED "IMMUNIZATION RECORD; FAILURE TO COMPLETE REQUIRED FORM; FILING OF REPORT WITH LOCAL HEALTH DEPARTMENT" OF THE POLICIES OF THE SUFFOLK CITY SCHOOL BOARD - FIRST READING**

**BE IT ORDAINED**, by the School Board of the City of Suffolk, Virginia that Chapter 9, Article 20, Section 9-20.8 entitled "Immunization Record; failure to complete required form; filing of report with local health department" of the Policies of the Suffolk City School Board, be, and the same is hereby amended as follows:

**Section 9-20.8. Immunization Record; failure to complete required form; filing of report with local health department.** — A. Every school records each student's immunizations on the school immunization record. The school immunization record is a standardized form provided by the State Department of Health, which will be a part of the mandatory permanent student record.

B. Parents/Guardians of students entering school must complete a health information form as required by state law. Such forms must be returned within 15 days of receipt unless reasonable extensions have been granted by the superintendent or superintendent's designee. Upon failure of the parent to complete such form within the extended time, the superintendent may send the parent written notice of the date he intends to exclude the child from school; however, no child who is a homeless child or youth as defined in subdivision 6 of Virginia Code Section 22.1-3 are to be excluded from school for such failure to complete such form. Such records are open to inspection by officials of the State Department of Health and the local health departments. The school immunization record will be transferred by the school whenever the school transfers any student's permanent academic or scholastic records.

C. Within 30 calendar days after the beginning of each school year or entrance of a student, each admitting official will file a report with the local health department. The report will be filed on forms prepared by the State Department of Health and will state the number of students admitted to school with documentary proof of immunization, the number of students who have been admitted with a medical or religious exemption and the number of students who have been conditionally admitted, including those students who are homeless children or youths as defined in Va. Code § 22.1-3 (1950), as amended. (Adopted February 9, 1995; Revised September 14, 1995; Revised June 13, 2013; Ordinance Number 12/13-122; Effective Date: July 1, 2013)

**Legal Authority** - Virginia Code §22.1-272 (1950), as amended.

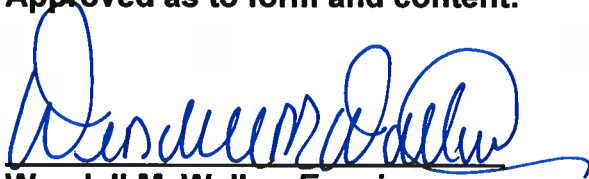
FIRST READING: \_\_\_\_\_

SECOND READING: \_\_\_\_\_

EFFECTIVE DATE: \_\_\_\_\_

TESTE: \_\_\_\_\_  
CLERK

Approved as to form and content:



**Wendell M. Waller, Esquire**  
**School Board Attorney**