

SCHOOL DISTRICT OF WAUPACA

SERIES 400 STUDENTS

CODE: 453.3R1

COMMUNICABLE DISEASES ADMINISTRATIVE PROCEDURES

Educational and Preventive Measures

1. The District will ensure that all examinations/innoculations required of students and staff have been obtained.
2. The nurse serving the school shall be responsible for the appropriate maintenance of a health station in each school building. The nurse shall ensure that a list of communicable diseases as defined by the Department of Health and Social Services is posted in the health station and that information regarding the suppression and control of communicable diseases is available for review by the interested students and staff.
3. Information regarding suppression and control of communicable diseases will be included as a regular part of the curriculum for students.
4. Information regarding suppression and control of communicable diseases will be included in orientation sessions for new staff and will be used periodically in training programs for existing staff.
5. Standard procedures as set forth in the current edition of CONTROL OF COMMUNICABLE DISEASES IN MAN 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.
6. First-aid kits and other supplies and equipment appropriate to reducing the risk of transmission of communicable disease in the school environment, as determined by the nurse serving the school in cooperation with local public health officials, will be provided in each school building.

Confidentiality/Reporting:

1. The school nurse/principal shall function as the District's liaison with students and staff, parents and physicians, public health officials and the community at large concerning communicable disease issues in the school.
2. Any person who knows or suspects that a student or staff member has a communicable disease shall report the fact to the school nurse.
3. The school nurse will confer with the principal serving the school and to the extent circumstances warrant and permit, with the subject of the report, and for student subjects, the student's parent or guardian.
4. If required pursuant to public health statutes and regulations, the school nurse will make a report to the local public health officer.
5. 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.

Exclusion from School:

1. Students

- 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 shall 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 shall be made by the school nurse in consultation with the principal serving the school and where 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, hepatitis B, and HIV infection, 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 need, the principal, in consultation with the District's Director of Special Education, 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 or guardian, 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 school nurse, principal, health care team, or IEP-Team reviewing the case shall, to the extent circumstances warrant and permit, inform the student and the student's parent or guardian of the reasons for the contemplated action and shall consider any information the student and/or the student's parent or guardian 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 shall immediately notify the student's parent or guardian 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 school nurse, in consultation with the advisory physician serving the school and, where appropriate, the local health officials, shall 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 the student is in suitable condition to attend school.
- h. Appeals
 - 1) A parent or guardian of a minor student or an adult student who disputes the determination or action of the nurse, 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 or designee.

- 2) A complaint must be made in writing, signed by the complainant, and submitted within ten (10) 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 (or designee) shall 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 an exceptional educational need will be resolved through the procedures contained in the District's 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 Statute 118.13 of the Wisconsin Statutes, Wisconsin Administrative Code, State Statute PI 9.04 and State Statute 504 of the Federal Rehabilitation Act of 1973.
- 6) Other complaints will be resolved by the District Administrator. The District Administrator will confer with the parties involved and will render a written decision within ten (10) consecutive school days of his/her receipt of the complaint. A complainant who remains unsatisfied with the District Administrator's decision may appeal to the School Board. This appeal must be made in writing, signed by the complainant, and submitted to the President of the School Board within five (5) consecutive school days of the District Administrator's decision and must state the reasons for disagreement with that decision. The School Board will afford the complainant a hearing, upon request, and will render a written decision within ten (10) consecutive school days of receipt of the appeal or (if a hearing is held) conclusion of the hearing.
- 7) Except to the extent prohibited by law, a student may be excluded from school during the pendency of any appeal hereunder.

2. Health Care Team

- a. The health care team will consist of the principal, the nurse serving the school, the local public health officer, and to the extent the cooperation of such individuals can be obtained, the student and/or the student's parent or guardian, and the student's physician. The team will confer, as necessary, with the District's medical consultant and legal counsel and with state public health officials.
- b. The health care team will convene at the request of the principal to determine whether and under what circumstances a student may be sent home for diagnosis and treatment or excused from school attendance. The health care team may also receive referrals for the purpose of formulating recommendations regarding educational program modification short of exclusion that could permit the student to attend school without posing a significant threat to the health of self or others.
- c. The health status of a student temporarily removed from the usual school setting to protect the health of self or others will be reevaluated by the health care team at regular intervals.
- d. The health care team may provide information to the District Administrator and Board to the extent permitted in light of confidentiality requirements.

3. Staff

- a. If there is a reasonable cause to believe that a staff member has a communicable disease that could be detrimental to the health of self or to others in the school environment, the District reserves the right, in consultation with the nurse serving the school and in accord with existing Board policies and/or collective bargaining agreement provisions, to require a medical examination of the staff member at the District expense and a physician's statement indicating whether the staff member is in suitable condition to continue working.
- b. Staff who are diagnosed as having a communicable disease that poses a significant risk of transmission to others in the school environment or that renders them unable to adequately perform their duties shall be excused from work.
- c. The determination as to whether and under what circumstances a staff member's communicable disease poses a significant health risk to others in the school environment or makes adequate performance impossible shall be made by the District Administrator (or designee), in consultation with the nurse serving the school and, where appropriate, with local public health officials.
- d. Before making a determination that a staff member should be excused from work, the District Administrator shall inform the staff member of the reasons for the contemplated action and shall consider any information the staff member may choose to offer regarding his/her condition. The District Administrator shall also consider whether a reasonable accommodation could eliminate the health risk to the staff member or others and/or permit adequate performance.
- e. The District Administrator shall provide written notice to any staff member excused from work pursuant to this procedure. Staff so excused may utilize any applicable alternative employment opportunities provided under existing Board policies and/or collective bargaining agreement provisions -- which may include sick leave, unpaid leave of absence, or reassignment -- but are not guaranteed continued or renewed employment except to the extent provided under such policies or provisions.
- f. Staff whose employment is terminated because of a communicable disease may receive such post-employment benefits as are provided pursuant to existing Board policies, collective bargaining agreement provisions, and state and federal laws.
- g. Appeals
 - 1) Staff excused from work pursuant to this procedure and subject to a collective bargaining agreement may appeal the District Administrator's determination or action according to the grievance procedure set forth in the collective bargaining agreement.
 - 2) Staff excused from work pursuant to this procedure and not subject to a collective bargaining agreement may appeal the District Administrator's determination or action according to the procedure set forth in paragraph C.1.h.2 and 6, above.
 - 3) Except to the extent prohibited by law or by Board policies or collective bargaining agreement provisions, a staff member may be excused from work during the pendency of any appeal hereunder.

HIV Infection/AIDS:

1. General

- a. In addition to maintaining normal confidentiality regarding health records of student and staff, the District will not disclose the results of a test for the presence of an antibody to HIV except as expressly authorized by the test subject or by Law.

- b. Except as authorized by the affected staff member of student and/or the student's parent or guardian, knowledge that a student or staff member is HIV-infected will be disclosed only to those persons with a direct need to know.
 - c. Health records of students and staff concerning HIV infections will be kept separate from the remainder of the affected individuals' records and will be disclosed only to the extent required or permitted by Law.
2. Students
- a. As a general rule, students suspected of or diagnosed as being HIV-infected will be allowed to attend school in their regular classroom setting and should be considered eligible for all rights, privileges, and services provided by Law and District policy.
 - b. Decisions regarding the type of educational setting appropriate for suspected or diagnosed HIV-infected students will be made on an individual basis and will be based, whenever possible, on an objective assessment by the health care team or IEP-Team of the behavior, neurological development, and physical condition of each affected student and of that student's expected type of interaction with others in that setting.
 - c. If it is determined that an HIV infected student endangers the health of students or staff or poses a risk of significantly exposing students or staff to HIV -- for example, if the student lack toilet training, has open sores that cannot be covered, or demonstrates behavior such as biting that could result in direct inoculation of potentially infected body fluids into the bloodstream of another -- the student may be placed in a more restricted setting. If homebound instruction is necessary, the homebound tutor will be advised regarding the standard procedures to be followed to prevent transmission of communicable diseases through exchange of body fluids.
 - d. HIV-infected students may be immunodeficient and their health may therefore be threatened when other communicable diseases are present in the school environment. For each student known to be HIV-infected, the nurse serving the school will notify the student and/or the student's parent or guardian when such communicable diseases occur in the school. Upon the recommendation of the nurse serving the school, students who may be exposed to a significant health risk because of their own immunodeficiencies may be excused from school attendance by the principal, upon request, until such time as the risk has abated.
3. Staff
- a. The District will not solicit or require a test for the presence of an antibody to HIV as a condition of employment and will not affect the terms, conditions, or privileges of employment of any staff member because the staff member obtained such a test.
 - b. HIV-infected staff may be immunodeficient and their health may therefore be threatened when other communicable diseases are present in the school environment. The nurse serving the school will notify each staff member known to be HIV-infected when such communicable diseases occur in the school. Upon recommendation of the nurse, staff who may be exposed to a significant health risk because of their own immunodeficiencies may be excused from performance of their regular duties by the District Administrator, upon request, until such time as the risk has abated. During this period, at the discretion of the district staff so excused may be reassigned to other duties to the extent permitted by Board policies and/or collective bargaining agreement provisions. Staff not reassigned may utilize any applicable alternative employment opportunities provided under Board policies and/or collective bargaining agreement provisions.

APPENDIX A: COMMUNICABLE DISEASES

CATEGORY I:

The following diseases are of urgent public health importance and shall be reported by telephone to the local health officer immediately upon identification of a case or suspected case. See s. HSS 145.04(3)(a).

Anthrax	Pertussis (whooping cough)
Botulism	Plague
Botulism, infant	Poliomyelitis
Cholera	Rabies (human)
Diphtheria	Rubella
Food-or-water-born outbreaks	Tuberculosis
Measles	Yellow Fever

CATEGORY II:

The following diseases are of less urgent public health importance and shall be reported to the local health officer by individual case report form or by the telephone within 72 hours of the identification of a case or suspected case. See s. HSS 145.04 (3)(b).

Acquired Immune Dificiency Syndrome (AIDS)	Nontuberculous mycobacterial Disease (specify etiology)
Amebiasis	Psittacosis
Blastomycosis	Q Fever
Brucellosis	Reye Syndrome
Campylobacter Enteritis	Rheumatic Fever (newly diagnosed)
Encephalitis, viral (specify eitology)	Rocky mountain spotted fever
Giardiasis	Salmonellosis
Hepatitis, viral Types B, non-A, or unspecified	Sexually transmitted diseases
Histoplasmosis	Chancroid
Kawaski disease	Chlamydia trachomatis
Legionnaires' disease	Genital herpes infection (first clinical episode only)
Leprosy	Gonorrhoea
Leptospirosis	Granuloma inguinale
Lyme disease	Lymphogranuloma venereum
Malaria	Nongonococcal cervicitis
Meningitis, aspectic (specify etiology)	Nongonococcal urethritis
Meningitis, bacterial (specify etiology)	Sexually trnasmitted pelvic inflammatory disease
Meningococcal disease	Syphilis
Mumps	Shigellosis
Toxic substance related	Tetanus
Infant methemoglobinemia	Toxic-shock syndrome
Lead intoxication (specify PB levels)	Toxoplasmosis
Other metal poisonings	Trichinosis
Other organic chemical poisonings	Tularemia
Pesticide poisoning	Typhoid fever
Suspected outbreaks of other acute or occupationally-related diseases	Typhus fever
	Yersiniosis

CATEGORY III:

The total numbers of cases or suspected cases of the following communicable disease shall be reported on a weekly basis. See s. HSS 145.04(3)(c).

Chickenpox

ADOPTED: 081082

REVISED: 041294, 111098

REVIEWED:

LEGAL REFERENCE: Sections: 118.01(2)(d)2c Wis. Stats., 118.125, 118.13, 118.195 - 118.20, 121.02(1)(i), 143.12, 146.025, 146.81 - 146.83, HSS 145, Wisconsin Administrative Code

CONTRACT REFERENCE:

CROSS REFERENCE: Bloodborne Pathogens Exposure Control Plan

The School District of Waupaca does not discriminate on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability.