



(Date)

[Parent(s)]

[Address] Re:

Immunizations

Dear Parent:

At the start of our new school year, we have no immunization records for your child nor any record of a request for an exemption. In order for your child, [name of child], to remain enrolled, we must receive proof that he/she has received immunization against a number of diseases as required by state law or that he/she qualifies for one of the statutory exemptions. Please submit a statement on the enclosed form to Brainerd Public Schools Health Services from a physician or a public clinic verifying that [name of child] has received the required immunizations, consistent with medically acceptable standards. By state law, we cannot allow [name of child] to stay in school unless we have received proof that he/she has had the required immunizations or has satisfied one of the statutorily recognized exemptions.

If you cannot submit a statement from a physician or public clinic regarding your elementary or secondary school child, you may submit your own statement on the enclosed form [Attachment D of policy 530] detailing the precise doses given for each required immunization and the month and year each immunization was given. If you elect to submit your own statement in lieu of one from a health care provider, please contact Brainerd Public Schools Health Services to determine the precise vaccinations required for your child's age. If you are claiming an exemption for medical reasons that an immunization is contraindicated or because of your conscientiously-held beliefs, you must either submit a statement from a physician stating the immunization is contraindicated or you must submit a notarized statement, signed by you as the parent/guardian, or if the student is an emancipated person by the emancipated person, stating that the student has not been immunized because of conscientiously-held beliefs. The enclosed form may be used for this purpose as well.

If you have already submitted a statement to us, please indicate how the statement was submitted. It may be necessary for you to obtain a duplicate statement if the original cannot be found. If we do not receive proof of immunization or exemption by the first day of school, your child will be sent home from school and discharged from enrollment. It will then be necessary for you to re enroll the child after immunization requirements have been met before the child can return to school.

Thank you for your cooperation,
Brainerd Public Schools Health Services

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