



School

**Dunedin Rudolf Steiner**

Learning with head, heart and hands

## **Health (Immunisations) Procedure**

The Primary School keeps an immunisation register of children attending. Only information from the child's certificate can be recorded on the register, and exactly as shown on the certificate (as signed by the doctor or nurse). If parents or guardians have not provided a child's certificate, then this should be recorded on the register.

The Primary schools can ask a child's parents or guardians to contact their family doctor or nurse to have the child's immunisations brought up-to-date and/or a certificate completed.

### *School immunisation registers*

The School immunisation register is kept on the Student Management system and it provides information about the immunisation status (ie, what diseases a child has been immunised against) of each child enrolled at early childhood services or primary schools.

The school is responsible for:

- maintaining an up-to-date immunisation register
- ensuring that the parents or guardians of a child are asked to provide the Immunisation Certificate for each child
- recording the information from the Immunisation Certificate (or the fact that it was not shown) on the school immunisation register.

### *Outbreak control*

If a child in an early childhood service or primary school develops a vaccine-preventable disease (except tetanus), then all other children who have not been immunised against that disease are at risk. In case of an outbreak of one of these diseases, (eg, measles or whooping cough), early childhood services or primary school principals and the Medical Officer of Health have the authority to require that the child with the illness remain at home to prevent the spread of infection.

Unimmunised children exposed to measles, diphtheria and whooping cough under certain circumstances are required by regulation to be excluded from an early childhood service or school. When the Medical Officer of Health has identified those who should stay at home, it then becomes the responsibility of parents and the school Principal or early childhood service to comply.

### *Privacy*

Early childhood services and primary schools are required to maintain confidentiality of information recorded on the school immunisation register.

Parents or guardians have the right to view information on the register that relates only to their own children. The information must remain confidential to the parents or guardians of each child. Information for a particular child should be copied and given to the parent or guardians, or it can be shown while covering the information of other children, so that the other information remains confidential.

*Who is allowed to look at the school immunisation register?*

- Only the Medical Officer of Health, or an authorised representative, may view the information on the school immunisation register without parental consent.
- The Education Review Office (ERO) may check to ensure that the format of the school immunisation register complies with the regulations.
- Parents or guardians are allowed to view their own children’s records only.

*Responsibilities*

There are no penalties imposed on parents or guardians who choose not to immunise their children. The regulations cannot be used to prevent a child being enrolled at an early childhood service or school. Non-compliance with the Health (Immunisation) Regulations 1995 may be recorded during the ERO accountability review.

List of Immunisations offered to children

- Rotavirus (for babies under 8 months of age)
- Diphtheria, pertussis (whooping cough)
- Tetanus
- Hepatitis B
- Hib (*Haemophilus influenzae* type b, which was the most common cause of meningitis before the Hib vaccine became available)
- Polio
- Pneumococcal
- Measles
- Mumps
- Rubella
- Human papillomavirus (HPV)
- Chickenpox (varicella).

The early childhood immunisations are given at 6 weeks, 3 months, 5 months, 15 months and 4 years of age, before the child starts school. Other immunisations are given to children in school years 7 and 8 either at the school, or at their general practice.

*Please also refer to the Illness procedure*

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Signed: ..... Designation: .....

Dated: \_\_\_\_/\_\_\_\_/\_\_\_\_ Review Date: \_\_\_\_/\_\_\_\_/\_\_\_\_