

[Guidelines for Comprehensive Health Education Program](#)

413.00 Health Examinations & Exemptions

413.01 Medical Examinations

As required by Illinois State Law, all children in Catholic schools shall present proof of having had a medical examination and received such immunizations against preventable communicable diseases. These records are to be presented to the school *before the first day of school*.

If a child is not in compliance with the health and immunizations requirements by the first day of school, the principal shall exclude the child from school until the child presents proof of having had the medical examination and presents proof of having received required immunizations.

State law requires medical examinations:

- prior to entrance into any public, private or parochial pre-school or transferring from outside of the State of Illinois,
- within one year prior to entering preschool, kindergarten or the first grade, and
- upon entering sixth and ninth grades.

[Medical Examination Form \(English\)](#)

[Medical Examination Form \(Spanish\)](#)

413.02 Vision Examinations

Illinois State Law requires that all children (except preschool students) enrolling in public, private or parochial schools for the first time and/or entering kindergarten receive a vision screening. Parents/Guardians shall be notified of this requirement at registration.

Proof by a physician licensed to practice medicine in all its branches or a licensed optometrist shall be submitted to the school. Report cards may be held if the student is not in compliance with this regulation. This requirement may be waived for those families who show an undue burden or a lack of access to a physician licensed to practice medicine or to a licensed optometrist (at the discretion of the Principal)

[School Eye Examination Form](#)

[School Eye Examination Waiver Form](#)

[Illinois Department of Public Health Vision/Hearing Requirements](#)

413.03 Hearing Examinations

Illinois State Law requires that, once a child begins school, hearing screening are required at grades K, 1, 2, and 3 and with teacher or parent referrals.

[Illinois Department of Public Health Vision/Hearing Requirements](#)

413.04 Dental Examinations

Illinois State Law requires that all children in kindergarten, Grade 2, and Grade 6 have a dental examination by a licensed dentist. Schools shall remind Parents/Guardians of this requirement at least 60 days before May 15 of each school year.

If a student in Grade 2 or Grade 6 fails to present proof of a dental exam by May 15, the school may hold the child's report card until the student presents proof of the School Dental Examination for or a Dental Examination form. School dental examinations must have been completed within the 18 months prior to May 15 of the Grade 2 or Grade 6 school year.

School Dental Examination Form ([English](#), [Spanish](#))

School Dental Examination Waiver Form ([English](#), [Spanish](#))

413.05 Medical Exemptions

Parents/Guardians are able to exempt their child from state-required medical examinations in two ways: through a **physician statement of immunity** or a **religious objection**.

A **physician statement of immunity** shall be signed by a licensed physician and attached to the student's [Certificate of Child Health Examination form](#).

[Medical Immunity Procedures](#)

Religious objections to immunizations shall be provided to the school from the parent/guardian in writing, and must set forth the specific religious belief which conflicts with each immunization. The parent's statement of religious objection should be attached to the student's [Certificate of Child Health Examination form](#). The Principal shall determine whether to accept or deny the immunization exemption request. As required by Illinois State Law, parents/guardians must be informed by the local school authority of a measles outbreak control exclusion procedure with the Department's rules, Control of Communicable Diseases Code ([77 III. Adm. Code 690](#)) at the time such objection is presented.

414.00 Medical Treatment of Students

414.01 Student Illnesses and Accidents

When a student becomes ill or is injured at school, the Principal (or designee) shall take appropriate, immediate action including contact with the parents/guardian. Schools shall develop procedures for notifying the parent/guardian in times of emergency. Such procedures shall include collecting and notifying approved persons who have been approved by the parent/guardian to be contacted if the parent/guardian is not available.

If the illness or accident is an emergency, the Principal (or designee) shall immediately contact 911 and then the parent/guardian. An approved authority from the school shall accompany the student to the hospital if a parent/guardian (or other person approved by the parent/guardian) is not available to do so. The Principal shall also notify their assigned Regional Director from the OCS.

The school shall document all injuries on school property and retain such records. The [Student Accident Form](#) shall be used in cases where:

- A student or adult is seriously injured.
- A student or adult threatens a student or staff member.
- A student or adult possesses drugs or firearms.
- The police, fire department or emergency personnel are notified and called to the school.
- In other unfortunate and/or unexpected incidents, especially those resulting in injury, damage, harm or loss to a student, employee, volunteer, visitor, including damage to school property.

414.02 Communicable Diseases

School staff shall take all necessary action to maintain a school environment that is clean, safe, and kept free of communicable diseases. Students who are diagnosed with a communicable disease may be asked to leave school and remain at home at the discretion of the Principal (or designee). Certain Communicable Diseases are required by Illinois State Law to be reported to the local health department.

[Communicable Disease Guide](#)

Archdiocesan Schools may not close for excessive student and/or staff absences without the permission of the Regional Director.

414.03 Administration of Prescriptions and Regular Medical Treatment

Schools may administer prescriptions to students, as well as regular medical treatment for health conditions, at the discretion of the Principal. Parents/Guardians shall provide documentation from a licensed medical practitioner on the type, dosage, and frequency of the

prescription or treatment. It is recommended that all prescriptions be kept in a secured, central area of the school (rather than retained by the individual student or their teacher). The Principal shall ensure that appropriate, approved school personnel are properly trained in administering the prescription or medical treatment.

414.04 Allergies

Parents/Guardians shall notify the school in writing of any diagnosed allergies. For serious allergies, the Principal (or designee) shall meet with the Parent/Guardian to develop a written set of procedures, as well as an Allergy Emergency Action Plan, to ensure a safe environment for the child. School personnel may administer epinephrine auto-injectors (“epi-pens”) with the approval of the parent/guardian, and with proper authorization from the Principal and training.

[ISBE Guidelines for Student Allergies](#)

[OCS Guidelines for Student Allergies](#)

414.05 Concussions

The State of Illinois has enacted specific requirements for schools when students receive concussion injuries. Schools must follow these requirements.

[OCS Concussion Guidelines](#)

[IESA Concussion Procedures](#)

414.06 Particular Medical Conditions

The OCS has enacted requirements for schools that serve students with particular medical conditions. Schools shall comply with laws applicable to Catholic schools.

[OCS Asthma Procedures](#)

[OCS Diabetes Procedures](#)

415.00 Child Protection

415.01 Mandated Reporting

School employees are legally designated as *mandated reporters* and must, by law, report cases of suspected child abuse or neglect to the Department of Children and Family Services (DCFS). It is the responsibility of DCFS personnel to investigate allegations of abuse or neglect, and school employees shall fully cooperate with such investigations.

School employees shall immediately notify their principal when cases of child abuse or neglect are suspected. Once DCFS has been contacted, the principal shall notify their