



Polk County Schools Entrance Requirements 2009-2010

	Pre-K	K	1 st	Out of State Transfers For 1 st Time	Out of State Transfers Not 1 st Time	Out of County But In State Transfers	In County Private or Public Transfers
1. Legal certificate of birth date which shows parents' names or proof of age acceptable under Florida Law <i>(See #1 below)</i>	X	X	X	X	X	X	
2. Physical Examination within 12 months of registration completion needed at K or at 1 st entrance to Florida Schools <i>(See #2 below)</i>	X	X		X	*See #2	*See #2	*See #2
3. Florida Certificate of Immunization <i>(See #3 below)</i>	X	X	X	X	X	X	X
4. Two proofs of residency <i>(See #4 below)</i>	X	X	X	X	X	X	X
5. Withdrawal and transfer form from the school student had been attending <i>(See #5 below)</i>							X
6. Must be 5 years old on or before September 1 st of the school year. There is no early entry.		X					
7. Child must be 6 years old on or before September 1 of the school year. Student has completed Kindergarten. Student may be admitted any time during the school year.			X				

1. EVIDENCE OF DATE OF BIRTH REQUIRED

If the first prescribed evidence is not available, the next evidence obtainable in the order below may be accepted.

- (1) A transcript of birth record filed according to law;
- (2) A certificate of baptism showing the date of birth and place of baptism signed by the parent;
- (3) A life insurance policy on the child (at least 2 years old);
- (4) A Bible record of the child's birth accompanied by an affidavit sworn to by the parent;
- (5) A passport or certificate of arrival in the United States showing the age of the child;
- (6) A transcript of record of age shown in the child's school records (at least 4 years prior to application);
- (7) If none of these evidences can be produced, an affidavit of age sworn to by the parent, accompanied by a certificate of age signed by a public health officer or by a public school physician, or, if neither of these is available in the county, a licensed practicing physician designated by the School Board may issue a certificate stating that the health officer or physician has examined the child and believes that the age as stated in the affidavit is correct.

2. PHYSICALS

Physicals are required only on first entrance into a Florida school, **unless** first entrance was PreK, or the hard copy of the physical cannot be located. Physicals completed out of county or state are acceptable. A physical form, which contains body systems assessment as well as the physician's signature, is required. If document is questionable, please refer to your school nurse. **The hard copy of the physical must be sent from the previous school. If it is not obtained after sending for records, a new physical is required.** It is acceptable for credentialed county Health Department registered nurses to perform Medicaid physicals for use as school or day care physicals.

3. IMMUNIZATIONS

Religious exemptions must be obtained at a Health Department clinic. **Electronic transfer of immunization dates may be used; however, all immunization dates must be transferred. A notation that there is a certificate of immunization is not acceptable.** Students may enter school on Temporary Medical Exemption (DOH 680 – Part B), (DOE code 2), provided expiration date has not passed. **Students that are not in compliance with immunization laws are not allowed to attend school.**

4. PROOF OF RESIDENCY

TWO proofs of residency must be from **TWO DIFFERENT** categories as listed below. Each proof **MUST** have name and **CURRENT** physical address on it.

Category 1: Apartment rent receipt or home lease agreement, mortgage document, or property tax record

Category 2: One **Current** utility bill (you may use EITHER electric, gas, phone, cable, water – **ONLY ONE**)

Category 3: Current Voter Registration Document

Category 4: Proof of **Current** government benefits (*Medicare, Disability, Food Stamps, DCF correspondence*)

No driver's license, personal bills, automobile registration, or insurance can be used.

5. WITHDRAWAL AND TRANSFER

Withdrawal and transfer form from the school the student last attended. The form should include name, address, phone number and fax number of that school.

HOME SCHOOLED STUDENTS

All home schooled students that participate in public school academic or athletic events must comply with the Polk County Schools entrance requirements.

HOMELESS STUDENTS

Homeless students are students who: (1) Live with another family due to economic need and unable to meet entrance requirements; (2) Live in a shelter or (3) Live on the street. Call Dee Dee Wright at 534-0801 for assistance.

Immunization Requirements 2009-2010

Immunizations	Pre-K	K	1	2	3	4	5	6	7	8	9	10	11	12
♥ 1 MMR (one shot)	X													
♥ 2 MMR (two shots)		X	X	X	X	X	X	X	X	X	X	X	X	X
◆ POLIO (4 doses)	◆◆◆	X	X	X	X	X	X	X	X	X	X	X	X	X
● DPT/DTaP (5 shots)	◆◆◆	X	X	X	X	X	X	X	X	X	X	X	X	X
■ Tdap (one shot)									X					
▣ Td or Tdap										X	X	X	X	X
Hepatitis B Series (3 shots)	X	X	X	X	X	X	X	X	X	X	X	X	X	X
◇ Hib	X													
— Varicella (one shot or signed proof of disease)	X			X	X	X	X	X	X	X				
— Varicella (two shots or signed proof of disease)		X	X											

X Denotes required immunizations per grade level.

Students who are not in compliance with immunization laws are required to be excluded from school.
(Immunizations given four days before a minimum interval or age will be counted as valid.)

♥ Measles, mumps and rubella (MMR) must have been given on or after the child's first birthday.

♥ Children entering, attending or transferring to kindergarten through grade 12 in Florida schools will be required to have documentation of a second dose of mumps and rubella in addition to the present requirement of two measles. The two doses of measles vaccine must be given at least 28 days apart and the first vaccine must be given on or after the first birthday.

◆ If third dose of polio was given on or after the fourth birthday, a fourth dose is not required.

● If the fourth dose of DPT/DTaP was given on or after the fourth birthday, a fifth dose is not required. Students between age 7 and 12 (before 7th grade) may be considered complete with three doses and evaluation by RN.

■ One dose of Tdap is required for students entering, repeating or transferring into seventh grade. Students who received a dose of Td vaccine 2 to 5 years prior to entering seventh grade should receive a Temporary Medical Exemption (DH 680 Part B) and be immunized at the appropriate time. Refer to the Health Department for questions.

▣ Students may have received a Td or Tdap for grades 8 through 12.

◇ Number of doses of Hib varies according to age. If child was over 15 months when first vaccine was given, only one dose will be given.

— Varicella must have been given on or after child's first birthday.

◆◆◆ Pre-K students must have started the series, and have a current immunization certificate.

Temporary Medical Exemption (DOE code 2) must be filled in with a future expiration date. If date has passed, or is not filled in, certificate is not valid, and student should not be in school. This applies to all Temporary Medical Exemptions, regardless of grade level. Schools are to track students who enter on Temporary Medical Exemption, and exclude those students when certificates expire if a new certificate has not been presented.

Religious Exemptions are allowed. They must be obtained at a Health Department Clinic.

Electronic transfer of immunization dates may be used; however, all immunization dates must be transferred, not just a notation that there is a certificate of immunization.

The above information is a guideline to be used as a quick reference for schools and non-medical personnel. For complete medical information, refer to a physician or the "Immunization Guidelines for School and Childcare Centers". Available website: www.doh.state.fl.us/disease_ctrl/immune/medical.htm