



ADMINISTRATIVE PROCEDURE

SAN DIEGO UNIFIED SCHOOL DISTRICT

NO: 6363

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CATEGORY: **Students, Welfare**

EFFECTIVE: **9-15-86**

SUBJECT: **Human Immunodeficiency Virus (HIV)
Acquired Immunodeficiency Syndrome
(AIDS), Students**

REVISED: **8-26-99**

A. PURPOSE AND SCOPE

1. To outline administrative procedures governing services for and evaluation of students who are HIV infected or diagnosed with AIDS.
2. **Related procedures:**

Communicable disease control	6360
Attendance accounting, K-6	6165
Attendance accounting, 7-12	6166
Release of student information	6525
3. Procedures governing instruction involving human reproduction or venereal disease are outlined in Procedure 4189.

B. LEGAL AND POLICY BASIS

1. **Reference:** Board policy: F-6000, H-3000, H-4000, H-7600; Board minutes, 10-22-85; Education Code Sections 48200, 49060-49078; Pediatrics Health and Safety Code, Volume 82, pages 801-807, 1988.
2. **The Board of Education** is responsible for establishing school attendance policies which consider the best interests of all students.
3. **Policy.** The San Diego Unified School District is responsible for providing an education for all students of the district pursuant to the requirement of Education Code and in the best possible educational setting for all concerned. When the district is informed that a student has a human immunodeficiency infection, education will be provided in the appropriate setting based on a review of the age, behavior, neurologic development, and physical condition of the child, and of the health and safety of the child and others. Students will not be excluded from school or involuntarily be given a special placement solely on the basis of either having AIDS or being HIV infected.

C. GENERAL

1. **Originating Office.** Suggestions or questions concerning this procedure should be directed to the Comprehensive Health and Wellness Department, Student Support Services, Office of the Superintendent.

2. **Definition. Acquired Immunodeficiency Syndrome** (commonly known as AIDS): A medical condition caused by infection with human immunodeficiency virus (HIV) characterized by defective cellular immunity. A person may be HIV-infected for several years or more without signs of illness. AIDS is the end stage of HIV infection.
3. **Release of Information.** If an adult student (18 years old or older) or the parent or guardian of a minor student chooses to disclose information about AIDS/HIV infection to district personnel, release of information regarding a student's condition shall be kept at a minimum and must be limited to those district employees with a legitimate need to know. The information should usually be limited to:
 - a. The school nurse at the school where the student is enrolled.
 - b. The school principal at the school where the student is enrolled.
 - c. The classroom teacher.
 - d. The district's nursing supervisor.
 - e. The district's school physician-consultant.

Confidential records concerning AIDS/HIV infection shall be kept at the Comprehensive Health and Wellness Department.

4. **Confidentiality** for all medical information is important and must be honored carefully by school personnel as well as health professionals. Except in specific circumstances, disclosing information about the result of an HIV test is prohibited by law and may subject an individual to a civil penalty and a fine (Health and Safety Code Section 120980).
5. **Media contacts.** All media contact shall be referred to the superintendent (regarding policy issues) and/or the district's Comprehensive Health and Wellness Director. *The superintendent or designee shall be the only district spokespersons concerning the issue of AIDS/HIV.*

D. IMPLEMENTATION

1. **All district employees.** When a parent or guardian, student, or other individual informs any district employee, classified or certificated, of any suspected childhood case of AIDS/HIV infection at a local school, that person must provide this information directly to the principal or Child Development Center supervisor.

Refer to C.3., C.4., and C.5. regarding release of information.

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2. **Principal/Child Development Center supervisor** reports suspected case of AIDS/HIV infection directly to the Health Programs Program Manager.
3. **Health Programs Program Manager** notifies the district's physician-consultant.
4. **Physician-Consultant**
 - a. Investigates reported or suspected cases of AIDS/HIV infection.
 - b. After verification of diagnosis and consultation with student's personal physician and the student's parent or guardian, submits recommendations to the Comprehensive Health and Wellness Director.
 - c. Along with site principal or Child Development Center supervisor, informs appropriate school personnel to ensure proper care of the student and to protect others from secondary infection.
 - d. Monitors the child's medical and placement status by ongoing communication with the student's personal physician and appropriate school personnel.
5. **School nurse**
 - a. Monitors affected child's medical and placement status. (This monitoring periodically assesses any change in health status that may determine school attendance.)
 - b. Provides information about AIDS/HIV infection to appropriate school staff.
 - c. Provides health and medically related services to students infected with HIV in accordance with established nursing procedure.
 - d. With the district's physician-consultant, acts as liaison with the student's physician.
 - e. If any case of measles, chickenpox, or other illness that would present a hazard to the affected student should occur in the local school population, reports to the student's physician and to the district's physician-consultant, as directed.
7. **Classroom teacher and site administrator** will be informed by physician-consultant after confirmation of diagnosis.

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E. FORMS AND AUXILIARY REFERENCES

F. REPORTS AND RECORDS

G. APPROVED BY



Chief of Staff, Terrance L. Smith
For the Superintendent of Public Education