



ADMINISTRATIVE PROCEDURE

SAN DIEGO UNIFIED SCHOOL DISTRICT

NO: 4255

PAGE: 1 OF 9

Category: Instructional, Special Programs

EFFECTIVE: 1-29-62

Subject: School Attendance of, and Equal Education Access for, Married Students, Pregnant Students, and Minor Parents

REVISED: 6-27-03

A. PURPOSE AND SCOPE

1. To outline administrative procedures governing attendance of students who marry or become pregnant, married students new to the district, and young mothers; and to assure equitable access to, and the opportunity to participate in and benefit from, high-quality curricular and extracurricular activities for every pregnant minor and minor parent.
2. **Related Procedure:**
High school diploma program 4410

B. LEGAL AND POLICY BASIS

1. **Reference:** Board policy: C-4700, F-1500, F-2600, F-2750, F-6000, H-1501, H-7800; California Code of Regulations Sections 3640-3645; California Family Code Section 302.

C. GENERAL

1. **Originating Office.** Suggestions or questions concerning this procedure should be directed to the Student Services Division, Office of Instructional Support.
2. **Minors Contemplating Marriage.** Anyone under the age of eighteen who plans to marry in the State of California must have the permission of the Superior Court, and the Court may prescribe premarital counseling. Further information may be obtained from a school counselor.
3. **Pregnant Students**
 - a. **Staff knowledge of student pregnancy.** When any member of a school staff, certificated or classified, including counselors, obtains direct knowledge that a student in the school is pregnant or is planning to have an abortion, this information shall be reported to the principal. When a minor student reports that she is pregnant or reports her intention to obtain an abortion, the staff member should initiate, through the principal, a plan for parental contact.

Note: "Direct knowledge" means direct evidence (e.g., physician's note, positive pregnancy test notice from the clinic) and cannot be based upon hearsay or speculation.

b. **Parental contact**

- (1) The principal or his/her designee (e.g., counselor or nurse), taking into account all factors in the situation, shall consult with the girl's parents/guardians regarding all relevant factors, including the student's school status. This consultation should initially involve the staff member who first reported the information to the principal.
- (2) The principal or designee shall provide necessary support to the student during the parental contact. The parental contact should take place prior to the end of the school day, or prior to the students leaving school on the day, the pregnancy/abortion report is made.

c. **Nurse's role.** The school nurse is often the first person consulted by the student or other persons regarding a suspected or known pregnancy. The nurse may investigate referrals according to suggestions in the *School Nursing Procedure Manual* (E.3.). Student status is reported to the Nursing and Wellness Program Manager by the site nurse.

d. **Appropriate educational program.** Upon receipt of medical confirmation of the pregnancy, the principal or designee shall consult with the student and her parents/guardians to plan an appropriate educational program. Options available for school placement are:

- (1) **Continuing in the present school** if the student's physical and/or emotional condition, time remaining in the semester, or other educational factors suggest this.
 - (a) If the student wishes to remain in the present school, the student and/or parent/guardian should present a written statement from the student's physician advising that attendance at school and participation in the regular program will have no adverse effect on the student's health. The physician's statement must indicate the expected date of birth and whether the student should participate in physical education. The principal or designee, nurse, counselor, and district counselor must be aware of this continued enrollment.

- (b) As a general guideline, pregnant students are allowed to remain in attendance no longer than two months before the expected date of birth. In individual cases, the *principal* of the school of attendance may vary this timing to best serve the educational needs of the student and to avoid interference with the school program.
 - 1) If the student remains in school beyond the seventh month, she must present to the school nurse an additional statement from her physician, immediately following each monthly or bi-weekly visit, stating that the student's health will not be impaired by continued enrollment. Statements must continue to define clearly whether the student may participate in physical education; if not, the student shall receive a "medical excuse" physical education credit.
 - 2) Medical statements will be maintained by the school health office in a confidential file.
 - 3) At the termination of enrollment, a regular school exemption of indefinite duration will be processed if no other option is exercised.
- (2) **Transferring to an alternative education school** (Garfield, Twain, Charter School of San Diego, Youth Opportunities Unlimited).
- (3) **Transferring to the district High School Diploma Program** for students in grades 9–12.
- (4) **Transferring to special classes for pregnant girls** as opportunity exists. Application for the Pregnant Minors Program is made through the school of attendance by contacting the assigned school nurse.
 - (a) Students may transfer to the Pregnant Minors Program if appropriate and as class openings are available. Eligibility continues through pregnancy and delivery, as long as medically approved.
 - (b) If accepted, the application is forwarded to the counselor at the school of attendance.

- (c) The district counselor or designee at the school of attendance completes and sends a “School-Initiated Placement (SIP) Form” (E.3.) with the student’s record to the accepting school.
- (5) **Transferring to a home teacher**, in exceptional circumstances, at the request of the student’s physician.
- (6) **Exemption to an adult school of the San Diego Community College District.**

Note: In any transfer, the reason for the transfer will be noted as “for health reasons”; the reason for transfer will not be recorded on the health record.

- e. **Reenrollment.** School-age mothers may reenroll in the regular school program after written medical clearance.
 - f. **Considerations.** Minor time deviations in the transfer of pregnant students or reenrollment of young mothers may be granted by the principal when, in his/her opinion, it would best serve the educational needs of the student and would not impair the school program. The principal may require a statement from the student’s physician that the health and welfare of neither the mother nor child will be endangered by an early return to school.
 - g. **Appeal.** Parents/guardians of students, or other legally concerned adults, may make a formal written appeal for relief from the above policy to the principal or to the Counseling and Guidance Program Manager.
4. **Married Students**
- a. **Attendance.** Marriage does not end the compulsory attendance requirement. Married students have a legal right to attend school; marriage is not grounds for exclusion, exemption, or transfer.
 - b. **District practice**
 - (1) **Senior high school.** Married students who desire to continue in their own schools should be given an opportunity to do so. If problems develop, usually it is best to transfer married students to an independent learning center, the district High School Diploma Program, or an adult high school. The principal may contact the district counselor or designee for assistance.

- (2) **Middle level school.** The school status of married students should be evaluated individually. Students who are married or pregnant should be given information regarding educational alternatives. If they wish to remain at their resident schools, their cases will be reviewed by the principals or designees.
- (3) **Elementary school.** All cases must be brought to the attention of the Counseling and Guidance Program Manager.
- (4) **Husband and wife enrolled in same school.** If problems develop as a result of husband and wife both attending the same school, the case may be referred to the School-Initiated Placement Council.
- (5) **Married students new to district**
 - (a) Students previously enrolled in a comprehensive senior high school outside the district and desiring to enroll in their San Diego Unified School District school of residence should be given an opportunity to do so.
 - (b) Students previously enrolled in a continuation or opportunity school, or not enrolled in any school, must be counseled to enroll in an alternative education school (C.3.d.[2]), the district High School Diploma Program, or an adult high school, as appropriate.
- (6) **Married students under eighteen or students who are members of the armed forces** may enroll in adult classes.

5. **Equal Education Access**

- a. Every pregnant minor and minor parent shall have access to the following services:
 - (1) Referral to prenatal and related support services
 - (2) Outreach services and assessment of drug and smoking status
 - (3) Individualized counseling and advocacy services
 - (4) Motivational messages

SUBJECT: **School Attendance of, and Equal Education Access for, Married Students, Pregnant Students, and Minor Parents**

NO: **4255**

PAGE: **6 OF 9**

EFFECTIVE: **1-29-62**

REVISED: **6-27-03**

- (5) Cessation services, if appropriate
- (6) Incentives to maintain a healthy lifestyle
- (7) Follow-up assessment
- (8) Maintenance and relapse-prevention services

D. IMPLEMENTATION (For pregnant students)

1. **Student** informs staff person (often nurse or counselor) of suspected or confirmed pregnancy and/or consideration of abortion.
2. **Staff person** promptly informs principal or designee of confirmed pregnancy.
3. **Principal or designee** consults with parent/guardian and student; plans appropriate educational program within alternatives stated in C.3.d. or refers student to district counselor if transfer or exemption is indicated.
4. **Nurse**
 - a. Upon request, advises parents/guardians and student of appropriate medical and community resources.
 - b. As requested, acts as liaison among student, parents/guardians, student's physician, and school personnel.
 - c. Provides services or furnishes information concerning sources of appropriate help for the following:
 - (1) Referral to prenatal and related support services
 - (2) Outreach services and assessment of drug and smoking status
 - (3) Individualized counseling and advocacy services
 - (4) Motivational messages
 - (5) Cessation services, if appropriate
 - (6) Incentives to maintain a healthy lifestyle

(7) Follow-up assessment

(8) Maintenance and relapse-prevention services

5. Counselor/District Counselor

- a. Provides support to minor when informing parent/guardian of pregnancy. Parent/guardian should be informed on the same day that pregnancy is reported at school. (See C.3.a.)
- b. When referred in regular manner, consults with parents/guardians and student in planning educational program to be pursued during and following pregnancy.
- c. Provides services or furnishes information concerning sources of appropriate help for the following:
 - (1) Referral to related support services
 - (2) Outreach services and assessment of drug and smoking habits
 - (3) Individualized counseling and advocacy services
 - (4) Motivational messages
 - (5) Cessation services, if appropriate
 - (6) Incentives to maintain a healthy lifestyle
 - (7) Follow-up
 - (8) Maintenance and relapse-prevention services
- d. Processes regular school exemption of indefinite duration if student and parents/guardians desire to discontinue her formal education.
- e. As requested, may act as liaison among parents/guardians, student's physician, Collaborative for Student Wellness, and school personnel.
- f. If formal appeal from stated policy is made by parents or other legally concerned adults, prepares case summary, at request of principal, for presentation to School-Initiated Placement Council.

6. **Principal**

- a. Upon appeal from application of stated policy, directs district counselor or designee to prepare a case summary and present it to School-Initiated Placement Council.
 - b. If nature of case is such that it should not be discussed in a large council, refers problem directly to the Counseling and Guidance Program Manager or the Student Services Executive Director.
 - c. When rendering a decision is difficult, calls on services of resource head counselor and School-Initiated Placement Council.
7. **School-Initiated Placement Council** reviews case summary with principal and district counselor or designee; recommends placement.
8. **Counseling and Guidance Program Manager**, upon referral from principal or direct appeal from parents/guardians or other legally concerned adults, submits case summary with recommendations to the Student Services Executive Director.
9. **Student Services Executive Director** acts on recommendation.
10. **Nurse of school enrolling young mother** obtains statement from student's physician indicating that health and welfare of neither mother nor child will be endangered by return to school; informs principal.

Note: Return may be no earlier than two weeks after birth.

11. **Principal or designee** plans appropriate educational program.

E. FORMS AND AUXILIARY REFERENCES

1. Student Health Record, Stock Item 22-H-1205
2. Student Health Record Insert Sheet, Stock Item 22-H-1206
3. School-Initiated Placement Form

SUBJECT: **School Attendance of, and Equal Education
Access for, Married Students, Pregnant
Students, and Minor Parents**

NO: **4255**

PAGE: **9 OF 9**

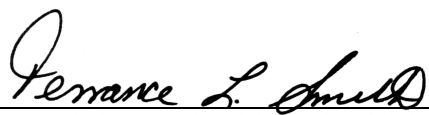
EFFECTIVE: **1-29-62**

REVISED: **6-27-03**

F. REPORTS AND RECORDS

1. District counselor or designee, if formal appeal from stated policy is made, prepares case summary at request of principal for presentation to School-Initiated Placement Council.

G. APPROVED BY



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