

LOS ANGELES UNIFIED SCHOOL DISTRICT
GUIDELINES FOR THE SCHOOL ATTENDANCE REVIEW BOARD (SARB)
and SITE SCHOOL NURSES

State law mandates the School Attendance Review Board. The purpose of the SARB is to provide a coordinated community effort to meet special needs of students with school attendance problems. The Credentialed School Nurse is one of the active members of the Board.

California Education Code: Article 6, Sections 48290, 48263, 48200, and 48293
California Welfare and Institutional Code: Section 601.1

The role of the school nurse within the SARB process is to be the consultant with expertise to interpret and evaluate the presence or absence of medical and health conditions that affect school attendance.

THE SITE SCHOOL NURSE:

1. Receives the SARB Student Health Information (Form 33.59) from the PSA Counselor at least three weeks prior to the scheduled SARB meeting. The PSA Counselor completes the top portion of the form.
2. Completes the Form 33.59 and faxes the information for the designated student(s) to the SARB School Nurse at least two weeks prior to the scheduled meeting; mails (school mail) the original Form 33.59 to the Nursing Administrator. No copies should remain at the school site.
3. May attend the SARB meeting with the approval of both the Site Administrator and Nursing Administrator; contacts the SARB School Nurse for the scheduled time.

THE SARB SCHOOL NURSE:

1. Receives the SARB schedule, Resource Panel/SARB Referral Form, and any other health information obtained by the PSA Counselor at least two weeks prior to the meeting.
2. Receives the SARB Student Health Information form and other health data from the Site School Nurse (including, but not limited to, a copy of the Health Record Card); clarifies health information if necessary.
3. Attends the SARB meeting and provides the following:
 - Summary of pertinent health information
 - Review and interpretation of health-related information brought by the parent/guardian at the meeting
 - Health resources and health services referrals to the family or student
 - Request for a medical release of information if appropriate
4. Follows-up with the Site School Nurse if needed by:
 - Telephone call and written communication to the Site School Nurse using Form 33.58 SARB Student Health Information Follow-Up
 - Documentation on a Supplemental Health Record Card and forwarding the information to the Site School Nurse
5. Maintains a confidential SARB file in the Nursing Administrator's office.

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Student Health Information Follow-up
SARB School Nurse to Site School Nurse

_____ Last Name	_____ First Name	_____ Birth Date	_____ Grade/Teacher
_____ Address	_____ City	_____ Zip Code	_____ Home Telephone
_____ School of Attendance	_____ School Telephone	_____ School of Residence	
_____ Date of Resource Panel	_____ Date of SARB		

Current IEP: No Yes _____
Eligibility and Program

Current 504 Plan: No Yes _____
Reason and Accommodations

SARB School Nurse to Site School Nurse Follow-up: DATE _____

SARB Committee decisions related to the Site School Nurse:

Parent Contract includes the need to see the School Nurse when the student is ill to verify exclusion:

Documentation to be given to the Site School Nurse by the parent:

Supplemental Health Record Card attached to this form: Yes No