

Exclusion Request Form Human Growth and Sexuality – HIV/AIDS Instruction

Directions: Please complete the form below and submit this form to the Learning & Teaching Department of the Monroe School District at least 10 days prior to the planned instruction. This will allow us time to process and ensure that the parent/guardian request is fulfilled. If you have questions, please call the Learning & Teaching Department at (360) 804-2550.

Student: _____ Grade: _____

School: _____ Teacher: _____

Please *initial* below to indicate instruction to be excluded:

_____ I request my son/daughter be excluded from the *Human Growth and Sexuality* instruction.

I understand this instruction is one of the components of comprehensive health education for grades K-12 in the Monroe School District. I also understand that the materials and curriculum for this program can be reviewed on the Health and Sexual Education page of the Monroe School District website at www.monroe.wednet.edu (Departments > Learning & Teaching) or at Monroe School District administration office at 14692 179th Ave. SE, Monroe, WA 98258.

_____ I request my son/daughter be excluded from the *HIV/AIDS* instruction.

As stated by state law ([RCW 28a.230.070](#)), I have attended the informational session and/or have reviewed the curriculum prior to initiating this request for exclusion. A recording of the presentation can be viewed on the Health and Sexual Health Education page of the Monroe School District website at www.monroe.wednet.edu.

I have initialed above as appropriate to indicate the instruction to be excluded. I have read and understand the information and my responsibility regarding exclusion.

Signature of Parent/Guardian

Date

Printed Name of Parent/Guardian

For School District Use

Signature: _____
Director of Curriculum and Assessment

Date

For District Use Only:

Process for Student Exclusion Request (HIV/AIDS or Sexual Health Lessons)

1. Exclusion Request Form is Received from Parent/Guardian:
 - Ideally forms will be submitted directly to the Learning & Teaching Department
 - If received at a school office, use district mail to send the request for to the Learning & Teaching Department

At Learning and Teaching Department:

2. Request form is reviewed by Director of Curriculum and Assessment, signed, and dated
3. A copy of the exclusion request form is made and sent to the correct school office personnel
4. The original request form is filed in the Learning and Teaching Department

At School Buildings:

5. The signed request form is received from the Learning and Teaching Department
6. Office personnel work with teachers to ensure that teachers are informed of the student exclusion request
7. Teachers organize appropriate alternative location and activities for students, working with building administration as necessary

Solo para uso del distrito:

Proceso para la solicitud de exclusión de estudiantes (VIH / SIDA o lecciones de salud sexual)

1. Se recibe el formulario de solicitud de exclusión del padre / tutor:
 - Idealmente, los formularios se enviarán directamente al Departamento de Aprendizaje y Enseñanza.
 - Si lo recibe en la oficina de la escuela, use el correo del distrito para enviar la solicitud al Departamento de Aprendizaje y Enseñanza

En el Departamento de Aprendizaje y Docencia:

2. El formulario de solicitud es revisado por el Director de Currículo y Evaluación, firmado y fechado
3. Se hace una copia del formulario de solicitud de exclusión y se envía al personal de la oficina escolar correspondiente.
4. El formulario de solicitud original se presenta en el Departamento de Aprendizaje y Enseñanza.

En los edificios escolares:

5. El formulario de solicitud firmado se recibe del Departamento de Aprendizaje y Docencia.
6. El personal de la oficina trabaja con los maestros para asegurarse de que los maestros estén informados de la solicitud de exclusión del estudiante.
7. Los maestros organizan ubicaciones y actividades alternativas apropiadas para los estudiantes, trabajando con la administración del edificio según sea necesario.