

URIS PROCEDURE

STUDENTS NEW TO THE SCHOOL DIVISION

URIS applications are included with the registration package for students new to Turtle Mountain School Division.

Parents are to complete and sign the application if their child has a healthcare issue covered through URIS.

If the child's only healthcare issue is asthma, the parent will also complete the Individual Health Care Plan & Emergency Response Plan for Asthma which is included with the application.

The school secretary/administrative assistant will complete Section 1 of the application and then forward the application to Student Services at the Division Office.

ANNUAL SCHOOL REGISTRATION

- The school registration includes a question about any health care changes pertaining to their child.
- Parents will indicate a need for a URIS application
- School secretary/administrative assistant will provide application for parent to complete.

RENEWAL OF HEALTH CARE PLANS

In April, parents will be mailed a URIS Application and Individual Health Care Plan for Asthma to complete and send back to the Division Office.

The Division Office will collect and forward applications and plans to URIS intake for fall completion.

Once the URIS Health Care Plan is completed and returned to the Division Office - copies of the plan will be made for the Division Office student file and bus driver (if appropriate). The original plan is sent to the Student Services Resource Teacher.

A database of URIS student information is maintained by Student Services.