

July 30, 2007

Dear Kindergarten, 2nd and 6th Grade Parents and Guardians:

The Illinois State Board of Education requires that all children in **kindergarten, second, and sixth grades** receive a dental examination and submit a ***Proof of School Dental Examination Form*** to the school by **May 15th**. Enclosed you will find a copy of this form which must be filled out and signed by a licensed dentist. The exam must have been completed within 18 months of the May 15th deadline, so a dental exam performed on your child after November 15th, 2006 will meet the requirement, provided that your child's dentist fills out the *Proof of School Dental Examination Form* and signs it.

A waiver of the dental examination requirement can be obtained under the following circumstances:

- Child is enrolled in the free and reduced lunch program and is not covered by private or public dental insurance (Medicaid/KidCare)
- Child is in the free and reduced lunch program and is ineligible for public insurance
- Child is enrolled in Medicaid/KidCare, but family is unable to find a dentist or dental clinic in their community that is able to see the child and will accept Medicaid/KidCare.
- Child does not have any type of dental insurance, and there are no low-cost dental clinics in the community that will see the child.
- Child presents an exemption based on religious grounds

If any of these circumstances apply to your child, a waiver form can be obtained in the Lower School Office.

Thank you in advance for taking care of this requirement and submitting your paperwork in a timely manner.

Sincerely,

John W. Cooper
Head of School

NOTE: If the parents or guardians of a child fail to present the signed *Proof of School Dental Examination Form* by the **May 15th Deadline**, the state authorizes the school to hold the child's report card until the signed proof form, a waiver form, or proof that an exam has been scheduled within 60 days after May 15th has been presented.