



Rittman Academy
100 Sauer St., Rittman, OH 44270
330-927-7162
www.Rittmanacademy.org

Vision and Hearing Screening

The Rittman Academy screens all Freshman and Junior students for both vision and hearing. This screening is done through the services provided by the Rittman Exempted Village School District school nurse and Speech & Hearing specialist.

This screening should take place prior to the last day in November and is at no cost to the student or family.

If a parent or guardian chooses to not have his or her child screened they may sign a written statement to that effect.

Health Screenings

Prior to the first day of November of the school year in which a student is enrolled for the first time in either kindergarten or first grade, the student shall be screened for hearing, vision, speech and communications, health and medical problems, or for any developmental disorders. The School should send information to the parents of the student prior to the first day of August of the school year in which the Student qualifies for screening.

The School may conduct the screening or may contract with any person or governmental entity, or may request the parent to obtain any such screening elements. If the School requests the parent to obtain any screening services, the School shall provide the parent with lists of providers and information about screening services available in the community to parents who cannot afford them.

Any parent requested to obtain any screening services may sign a written statement to the effect that he or she does not wish to have his or her child receive a screening.

If the results of any screening reveal the possibility of special learning needs, the School shall conduct a further assessment in accordance with Chapter 3323 of the Revised Code (Education of Children with Disabilities).

Ohio: R.C. 3313.673, R.C. 3314.03(A)(11)(d).

Cross-Reference: Policy 3740, Child Find Responsibilities.



(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or OHS-LGRP	(6) RC-3 Require d by OHS- LGRP
3000	<u>STUDENT RECORDS</u>				
3101	Student Record Folders Enrollment/Withdrawal Information Grades/Transcripts Activities Records Attendance Records Individual Test Results Standardized Competency/Proficiency Aptitude Intervention Records Foreign Exchange Records Suspensions/Expulsions Home Schooled Student Records	Bldg. Secretary Permanent ***			
3102	Office Record Card (K-9)	Bldg. Secretary Permanent ***			
3103	Cosmetology Records (Vocational)	Voc. Secretary Permanent ***			
3201	Health/Medical Records Visual Screening Hearing Screening Immunization Records	Nurse/Bldg. Secretary 7 years after graduation			
3202	Discipline Records Letters to Parents Office Discipline	Bldg. Secretary 1 year after student leaves school			
3203	Psychological Records (Restricted)	Special Ed. Secy/Nurse Permanent ***			
3204	Child Abuse/Neglect Referral Letters	Bldg. Secretary Through graduation			
3301	Teacher Grade Books/ Records	Bldg. Secretary 3 years **			
3302	Pre-School Screening Profiles	Bldg. Secretary 3 years			
3303	Age and Schooling Records (Work Permits)	Bldg. Secretary 3 years			