SAMPLE LETTER – SCHOOL VACCINATION CLINICS

[date]

Dear Parent or Guardian,

Re: Vaccine Clinics

Thank you for your ongoing support and partnership in helping us to keep our school open and safe for in-person learning. Toward this effort we are pleased to be able to invite you to participate in vaccination clinics for our students and their families.

Vaccines are safe and continue to represent the most effective strategy to protect Ontarians from COVID-19. It is also important for the protection of our youngest children (0-4) years, who are not yet eligible for vaccine protection. Vaccination is strongly endorsed by the [insert school board name].

We are pleased to inform you that clinics are being organized to provide first or second doses to students in schools during school hours, requiring the consent of parents/guardians.

**Vaccination Clinics for Students**

A vaccine clinic will be available at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ from \_\_\_\_\_\_\_\_\_\_until \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**Consent**

Students aged 5 to 11 require parental or guardian consent in order to participate in the vaccine clinic that will operate during the school day. No child aged 5-11 will be vaccinated in a school day clinic without parental consent.

As these clinics will take place during the school day, parents/guardians cannot be present. The school and local public health unit will support all students participating and create a safe, inclusive and welcoming environment.

Please read, sign and return the [consent form](https://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/vaccine/COVID-19_vaccine_consent_form_youth.pdf) to have your child participate in the upcoming vaccine clinic return it to school by [Insert date].

Completed consent forms will be shared with our local public health unit.

Please note that if your child is already scheduled to receive a vaccine within the next 1-2 weeks, that appointment should be honoured. Please have your child attend their pre-booked vaccine appointment

**Preparing Your Child for Vaccination**

All pertinent information about the clinic including the date(s) and time(s) will be shared with all members of our school community.

While COVID-19 vaccinations are safe, we understand you or your child may have questions about the vaccine. Please speak to your child about the many benefits of being vaccinated against COVID-19. If your child has a fear of vaccination, please visit your local Public Health Unit for additional resources.

For parents who would like to accompany their child when they receive their vaccine, please visit [this site](https://covid-19.ontario.ca/covid-19-vaccines-children-and-youth) for further information on how you can book appointments at vaccination clinics and pharmacies in your community.

If you have questions about COVID-19 vaccines for children and youth please visit [Vaccine Information Sheet for Children](https://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/vaccine/COVID-19_vaccine_info_sheet_kids_5_11.pdf) for further information or [COVID-19 Vaccine Consult Service](https://www.sickkids.ca/en/care-services/support-services/covid-19-vaccine-consult/) to book a confidential phone appointment with a SickKids clinician.

[INSERT OTHER LOCAL OPPORTUNITIES TO GET A VACCINE]

Sincerely,

[Insert principal name]