

COVID-19 Guidance for Schools: Collecting and Using COVID-19 Vaccination Status to Assist with Interim Cohort Dismissals

COVID-19 Vaccination Policy

Toronto Public Health encourages schools and School Boards to develop a COVID-19 vaccination policy for staff and students. Schools and School Boards should consider including the voluntary disclosure of vaccination status by all staff and students in their COVID-19 vaccination policy to ensure staff/students who are fully vaccinated are not dismissed from school in the event of an interim cohort dismissal when there is exposure to COVID-19 in the school setting.

Definition of "Fully Vaccinated" with a COVID-19 Vaccine

In Ontario, you are considered "fully vaccinated" if you have received: (i) The full series of a COVID-19 vaccine authorized by Health Canada, or any combination of such vaccines (for example, Pfizer, Moderna, AstraZeneca), (ii) One or two doses of a COVID-19 vaccine not authorized by Health Canada, followed by one dose of a COVID-19 mRNA vaccine authorized by Health Canada, or (iii) Three doses of a COVID-19 vaccine not authorized by Health Canada. In all scenarios, you must have received your final dose of the COVID-19 vaccine at least 14 days ago.

Why Collect Information on COVID-19 Vaccination?

Staff/students who do not have symptoms and are fully vaccinated with a COVID-19 vaccine may not be required to self-isolate as a close contact of a COVID-19 case. Principals are recommended to follow Toronto Public Health's [COVID-19 Decision Guide for Principals to Dismiss Cohorts to Self-isolate](#), which explains when to dismiss affected cohorts while allowing those who are fully vaccinated to continue to attend school as long as they have no symptoms. Fully vaccinated [staff](#) and [students](#) will still have to pass the COVID-19 screening tool each day, confirming they do not have symptoms.

Collecting & Verifying COVID-19 Vaccination Status

Schools should consider asking for vaccination status through a [vaccination receipt](#). Where a vaccination receipt is not available, for example if vaccination occurred outside of Ontario, schools should consider using a form that includes the name, address and telephone number of the student, asks if they have received a full course of a vaccine, what vaccine it was and the date or dates of vaccination depending on whether the vaccine was a two-dose or one-dose vaccine series. See Appendix A below for a sample template.

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COVID-19 vaccination status is personal health information and schools should seek their own legal advice about collecting, storing and using this personal health information in accordance with relevant legislation. This includes any forms used to collect the personal health information.

Obtaining a Vaccination Receipt

Staff/students can download COVID-19 vaccine receipts for Ontario vaccinations on the [Government of Ontario's website](#).

If vaccinations were received outside of Ontario, staff/students who live in Toronto can document their vaccine(s) through [Toronto Public Health's online portal](#).

Report COVID-19 Cases and Outbreaks to Toronto Public Health

Schools are still required to immediately report any laboratory confirmed cases of COVID-19 among staff or students to Toronto Public Health through the [COVID-19 reporting survey](#).

Toronto Public Health Investigation of Cases and Outbreaks

Toronto Public Health will continue to investigate all positive cases of COVID-19 related to a school, to notify their close contacts of self-isolation requirements, if any, through a letter, as well as advising the Principal of next steps. In addition to the vaccine status information being used by Principals for interim cohort dismissals, Toronto Public Health may require schools to provide this information to it for the purposes of timely case, contact, and outbreak management under the Health Protection and Promotion Act.

For more information

- Contact your school's [Liaison Public Health nurse](#).
- Visit Toronto Public Health's website for more information for schools: toronto.ca/COVID19SchoolInfo

Appendix A: Collection of COVID-19 Vaccine Status for Students 12 Years Old and Older

(Important Note: COVID-19 vaccination status is personal health information and schools should seek their own legal advice about collecting, storing and using this personal health information in accordance with relevant legislation. This includes seeking their own legal advice about any forms, including a form using this Sample Template, used to collect the personal health information.)

[Insert the school's notice of collection informing the student/parent/guardian what the form will be used for including to assist in determining if students are fully vaccinated and may continue in-person learning instead of self-isolating if there is a COVID-19 case in the school.]

1. Student Information

Last Name				First Name		
Date of Birth	Year	Month	Day	<input type="radio"/> Male	<input type="radio"/> Female	<input type="radio"/> Self-identity _____
Address					Phone Number	
School					Homeroom Class	

2. COVID-19 Vaccine Information

Please indicate below the COVID-19 vaccine type and date given. **You can also attach a copy of your vaccination receipt to this form.**

- Download your vaccination record from the [Government of Ontario's website](#) if you were vaccinated in Ontario.
- If you have a red and white health card, call the Provincial Vaccine Booking Line at [1-833-943-3900](tel:1-833-943-3900) to have the receipt emailed you.
- If you were vaccinated outside Ontario, complete this [survey](#) to have your vaccines recorded in Ontario's registry. You can still attach a copy or complete the information below.

Did the student receive a COVID-19 Vaccine? <input type="radio"/> Yes <input type="radio"/> No
First Dose: <input type="radio"/> Pfizer <input type="radio"/> Moderna <input type="radio"/> Other _____
Date Given: (day/month/year):
Second Dose: <input type="radio"/> Pfizer <input type="radio"/> Moderna <input type="radio"/> Other _____
Date Given: (day/month/year):

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Third dose (if applicable) Other _____

Date Given: (day/month/year):

I certify that the information provided in this form is complete and accurate.

Signed by Student/Parent/Guardian

Date (day/month/year)

Return the completed form to the school principal by [instructions].