

Hertfordshire Community NHS Trust
Howard Court
14 Tewin Road
Welwyn Garden City
AL7 1BW

January 2022

Dear Head Teacher,

IMPORTANT INFORMATION – COVID-19 VACCINATIONS

The Joint Committee on Vaccinations and Immunisations (JCVI) and the UK Health Security Agency (UKHSA) has advised a second dose of the COVID-19 vaccine for young people aged 12 to 15 years old, no sooner than twelve weeks after their first dose.

The Community and School Aged Immunisation Team (CSAIS) will deliver the Pfizer COVID-19 vaccine in all schools in Hertfordshire and East Anglia with the support of Vaccination UK. We have been asked to roll out this programme with speed due to the Omicron variant, and a team of nurses will visit your school on the date below:

ACTION REQUIRED - IMPORTANT INFORMATION ABOUT YOUR SESSION

School Name: Farlingaye High School
Session Date: Tue, 25 Jan 2022

Please note: It is not possible to change the date of our visit, due to the need for a rapid roll out of the COVID-19 vaccination programme and the requirement for a minimum of twelve weeks between doses. Under very rare circumstances, we may have to change the date of our visit at very short notice, but please rest assured we will do our utmost to avoid this happening.

- The team will endeavour to administer approximately 400 vaccines when we visit. If your school has consent from more than 400 students, a second session will be scheduled either on consecutive days or as close as the programme allows
- The second dose of the COVID-19 vaccine can be administered to all students aged 12 -15 years old no sooner than twelve weeks after their first dose. Students who wish to receive their first dose of the COVID-19 vaccine can also be seen at this session
- Students who have tested positive for COVID-19 in the twelve weeks prior to the date above cannot be vaccinated
- Please send the attached letter to all eligible parents/carers of children aged 12 to 15 years old (they must be 12 on the day of the vaccination session)
- Inform parents, via your website and parent mail, of the session date at your school
- The nurses will require access to power, Wi-Fi and an area large enough (preferably the school hall) for student vaccinations.
- You will receive an email a few days prior to the session with information regarding staffing - this is subject to change up to and including on the day

This service is provided by Hertfordshire Community NHS Trust and covers Hertfordshire, Cambridgeshire, Peterborough, Norfolk and Suffolk.

- Due to storage and transport requirements of the Pfizer vaccine the session will not begin before 9.15am. Please continue to send a reduced number of pupils through the lunch break – our nurses will take staggered breaks.
- Due to the large number of students eligible for vaccination, several members of school staff will be required on the day to help with the smooth running of the session
- We understand this is logistically very difficult for everyone involved, due to the large numbers and short notice involved in this programme. We appreciate your cooperation during these challenging times to safeguard the wellbeing and education of your pupils.

Thank you for your continued support. Should you have any questions, please do not hesitate to contact the team by telephone on 0300 555 5055 or via email on:

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|----------------------------|--|
| Cambridge and Peterborough | hct.csaiscambspb@nhs.net |
| Norfolk | hct.csaisnorfolk@nhs.net |
| Suffolk | hct.csaissuffolk@nhs.net |

Yours faithfully,

Hertfordshire and East Anglia Community and School Aged Immunisation Service