

January 6, 2022

Memorandum to: Directors of Education
Secretary/Treasurers of School Authorities

From: Julia Danos
Executive Lead, Reopening Secretariat

Subject: **Third Dose Opportunities for Education and Child Care Staff**

As vaccination continues to represent our most effective strategy to prevent COVID-19 transmission, the ministry is engaging in efforts to support greater access for education and child care staff to receive third doses of COVID-19 vaccines, and to promote continued vaccination for all eligible students.

Third booster doses provide an increased level of protection for people against severe outcomes and are the cornerstone of Ontario's response to the threat posed by the Omicron variant to the province's hospitals and intensive-care units.

The government values the important role that all education staff play in keeping students and families safe and learning during the COVID-19 pandemic. Details on how to access a third dose are as follows:

1. Accelerated Access for Education and Child Care Staff

Starting January 7th, the provincial mass vaccination clinic, at the International Centre located at 6900 Airport Road in Mississauga, will support accelerated access for education and child care staff. Education staff eligible to book vaccination appointments include the following **school board staff or student transportation partners**. Examples include: educators, custodial staff, administrative staff, and school bus drivers.

The vaccination clinic is open seven days a week from 10a.m. to 8p.m. with specific appointments being made available for education staff from 4:30p.m. to 8:00 p.m. Education staff are invited to schedule their appointment through the Provincial Vaccine Booking Line number at 1-833-943-3900. Staff may be asked identifying questions, such as the school or child care centre in which they work, and/or their school board. General inquiries can also be answered at the same number or by visiting [How to book a COVID-19 vaccine appointment](#) for more information.

School boards are asked to provide a **notice to their employees** as soon as possible that includes the following information:

- Confirmation that they are eligible for vaccination at the International Centre

- Strong encouragement that they get vaccinated, as vaccines are safe, effective and the best way to protect them and those that they care for from COVID-19
- Details on how individuals can book their vaccine:
 - **Call the provincial call centre at 1-833-943-3900.** Staff may be asked identifying questions, such as the school or child care centre in which they work, and/or their school board.
- Direct them to bring the letter/email and proof of employment, such as a pay stub or ID badge, to the appointment as they may be asked to present this.

School boards and their respective Student Transportation Consortium should work with local school bus operators to identify relevant staff as appropriate, and ensure an appropriate format – such as a pay stub - is used to confirm eligibility criteria noted above. Student Transportation Consortia, working with local school bus operators should provide details on how the relevant staff can book their vaccination appointment as indicated above.

Please encourage your staff to be patient during this period, as it could take time to book an appointment. Walk-ins at the International Centre clinic may also be accepted but are limited to capacity.

2. **Public Health Unit (PHU) Led Vaccinations for Education and Child Care staff**

Additionally, Ontario is working with all public health units (PHUs) to plan and provide access to third doses for education and child care staff. Local PHUs will provide further information on how vaccines can be accessed in their communities. We ask school boards and child care partners to work with their local PHUs on how best to support vaccination opportunities. School boards have an opportunity to use schools as a site for vaccination together with PHU partners.

School boards are expected to proactively communicate with staff and continue to monitor public service announcements in their communities around vaccine availability. Visit [How to book a COVID-19 vaccine appointment](#) for more information on other ways to access a COVID-19 vaccine.

3. **How to Book Earlier Appointments**

If staff have already booked an appointment for a later date, they are encouraged to frequently check the provincial booking system for earlier appointments that become available.

4. **Vaccine Disclosure Policy - Third Booster Doses**

Per the Letter of Instruction issued by the Chief Medical Office of Health on September 7, 2021, school boards have been reporting aggregated and depersonalized statistical information to the Ministry of Education regarding the vaccination status of school board

staff and other individuals who frequently attend schools or school board offices and may have direct contact with staff or students.

School boards will be expected to report aggregated and depersonalized statistical information regarding third booster dose coverage for individuals covered by the vaccine disclosure policy. At this time, booster dose information will be collected for informational purposes only, as the definition of “fully vaccinated” has not been expanded to include third booster doses.

As school boards support their students through this period of live teacher-led remote learning, put enhanced measures in place to keep staff and students as safe as possible, and prepare for the changes to third dose information collection and reporting, the January 2022 monthly report back is being waived. As a reminder, school boards must submit data to the Ministry of Education on a monthly basis, by the first Friday of the month (e.g. Feb 4, Mar 4, Apr 1, May 6, Jun 3).

The ministry will share a revised Letter of Instruction and Vaccination Attestation Summary Reporting Template to support this process shortly.

By vaccinating education and child care staff, students and families, we are providing greater protection for the school and child care community.

Thank you for your ongoing partnership. Your support represents another positive step forward in the government’s vaccination efforts and towards the return of in-person learning.

Sincerely,

Julia Danos
Executive Lead
Reopening Secretariat

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- Executive Director, Association franco-ontarienne des conseils scolaires catholiques (AFOCSC)
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- General Secretary, Ontario English Catholic Teachers' Association (OECTA)
- General Secretary, Elementary Teachers' Federation of Ontario (ETFO)
- General Secretary, Ontario Secondary School Teachers' Federation (OSSTF)
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