

May 26, 2021

**Memorandum to:** Directors of Education  
School Authorities

**From:** Nancy Naylor  
Deputy Minister of Education

**Subject:** Communication Resources to Support Vaccinations for Youth  
12-17

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Further to the recent announcement on May 21<sup>st</sup>, as of Sunday, May 23, 2021, individuals 12 – 17 years of age in Ontario are now eligible to register for a vaccination appointment. Individuals aged 12 and over at the time of vaccination are also eligible to book an appointment to receive the COVID-19 vaccine at select pharmacies that offer the Pfizer vaccine.

Vaccination is an important tool to help stop the spread of COVID-19 and allow students, families, and staff to safely resume normal activities. To support vaccination efforts, the ministry has developed a number of materials to help students and families make an informed decision. We encourage you to use the following resources for communication with your school communities:

1. **Template letter** for schools/school boards to send to parents/guardians outlining that vaccines are safe, effective and the best way to protect your child and family from COVID-19. This letter can be customized to provide information relevant to vaccination clinic dates for your schools, and any resources within your school community.
2. **Messaging for students** to help educators speak with students aged 12 and up about getting vaccinated.
3. **Parent/guardian fact sheet** based on expert medical advice and scientific information - to be translated in multiple languages and will be shared on the new webpage as they are finalized.
4. **Poster** for use by schools, public health units and partners.

The government has developed a [new webpage](#) containing materials and information for youth vaccination. The Ministry of Health also has a [website](#) containing vaccine-relevant information and planning resources to support immunization programs, including a youth-focused vaccination consent package that is available for local public health units and partners to support informed consent.

As youth vaccinations roll-out, strong collaboration and communication with parents, students, parent representatives, parent involvement committee chairs and school councils are encouraged to address local and regional needs and disseminate the necessary information to support high uptake.

Frequent communication with parents and families may also help address any questions or concerns they may have with vaccinating their children. Sharing facts and pointing them towards credible information, including provincial and federal websites, can help alleviate any hesitancy that may exist. School boards are also encouraged to use their social media platforms as another way to target communication and outreach while promoting vaccine confidence.

The government encourages school boards to bring forward resources from your schools, communities and partners to support success during this roll-out. As part of your continued work with your local public health units and partners, we ask that you consider how you can create a vaccination experience that is welcoming for students, supports their well-being, and addresses the unique needs of students and their families.

We know that work is underway with your local public health units to plan for the vaccine roll-out. We encourage you to reach out and share successful practices amongst boards to build on the progress to date. Should you have any questions, please contact Julia Danos, Executive Lead, Reopening Secretariat at [julia.danos@ontario.ca](mailto:julia.danos@ontario.ca).

Thank you again for your ongoing partnership and continued efforts to date in supporting vaccination efforts for the education sector.

Sincerely,

Nancy Naylor  
Deputy Minister

c: Local Medical Officers of Health

Dr. Homer Tien, Chair, Vaccine Task Force

Dr. David Williams, Chief Medical Officer of Health

Dr. Robin Williams, Special Advisor and Clinical Lead

Board COVID-19 Leads

Executive Director, Ontario Public School Board Association (OPCEP)

Executive Director, Franco-Ontarian Association of Catholic School Boards (AFOCSC)

Executive Director, Ontario Catholic School Trustees' Association (OCSTA)

Executive Director, Ontario Public School Boards' Association (OPSBA)

Executive Director, Council of Ontario Directors of Education (CODE)

Executive Director and Secretary-Treasurer, Franco-Ontarian Teachers' Association (AEFO)

General Secretary, Ontario English Catholic Teachers' Association (OECTA)

General Secretary, Elementary Teachers' Federation of Ontario (ETFO)

General Secretary, Ontario Secondary School Teachers' Federation (OSSTF)

Chair, Ontario Council of Educational Workers (OCEW)

Chair, Education Workers' Alliance of Ontario (EWAO)

Co-ordinator, Canadian Union of Public Employees – Ontario (CUPE-ON)

Executive Director, Association of Directors and Deputy Directors of Franco-Ontarian Schools (ADFO)

Executive Director, Catholic Principals' Council of Ontario (CPCO)

Executive Director, Ontario Principals' Council (OPC)