

May 3, 2021

Memorandum to: Chairs of District School Boards
Directors of Education
School Authorities

From: Stephen Lecce
Minister of Education

Nancy Naylor
Deputy Minister of Education

Subject: COVID-19 Vaccine updates: Province-Wide Eligible Education Staff

Building on the current vaccination roll-out for education staff who support students with complex special education needs and staff in hot spot areas in Toronto and Peel, we are pleased to share that, **beginning May 6, 2021**, remaining eligible education staff province-wide will be eligible to register for vaccination appointments.

Eligibility:

Education staff eligible to book vaccination appointments include any **school board staff or student transportation partners who typically work in-person in elementary and secondary schools**. Examples include: educators, custodial staff, administrative staff, and school bus drivers.

Timing and Registration:

Registration for vaccine appointments for education workers who meet the eligibility criteria above will begin no earlier than **May 6, 2021 at 8:00 a.m.**

Education staff who are in a PHU using the provincial booking system can visit the provincial website to book online or can call **the provincial call centre at 1-833-943-3900 to book their appointment**. Staff may be asked identifying questions, such as the school in which they work. For more information please direct staff to [How to book a COVID-19 vaccine appointment](#).

PHUs not using the provincial booking system will reach out to school boards directly to provide information on specific instructions for staff to book vaccinations. A list of these PHUs has been included below.

Please ensure education staff do not call the provincial booking system, attempt to book an appointment online, or through their PHU until May 6, 2021, as they will be unable to secure an appointment prior to this date.

For general inquiries, individuals can call the Provincial Vaccine Information Line number 7 days a week from 8 a.m. to 8 p.m. at 1-888-999-6488.

It is important to note that local PHUs are responsible for managing and overseeing the distribution and administration of vaccines for their entire region and are required to take multiple factors into consideration including local context and available supply of vaccine. As such, timing of the booking of appointments and administration of vaccines for education staff may therefore vary for reasons beyond the PHU's control (e.g., vaccine supply).

This represents general guidance from the province, and school boards are encouraged to confirm specific arrangements with their local PHUs.

Please encourage your staff to be patient during this period, as it could take time to receive an appointment. While education staff will now have the eligibility to book an appointment, this announcement does not prioritize the group ahead of others who are also currently eligible.

We ask that your staff continue to monitor public service announcements in their communities to determine whether they may be eligible to register for a vaccine based on other eligibility criteria. Visit [How to book a COVID-19 vaccine appointment](#) for more information.

We would like to thank you for your continued efforts to date in supporting vaccination efforts for the education sector.

Sincerely,

Stephen Lecce
Minister

Nancy Naylor
Deputy Minister

- c: President, Ontario Public School Board Association (OPCE)
- Executive Director, Ontario Public School Board Association (OPCEP)
- President, Franco-Ontarian Association of Catholic School Boards (AFOCSC)
- Executive Director, Franco-Ontarian Association of Catholic School Boards (AFOCSC)
- President, Ontario Catholic School Trustees' Association (OCSTA)
- Executive Director, Ontario Catholic School Trustees' Association (OCSTA)
- President, Ontario Public School Boards' Association (OPSBA)
- Executive Director, Ontario Public School Boards' Association (OPSBA)
- Executive Director, Council of Ontario Directors of Education (CODE)
- President, Association of Franco-Ontarian Teachers (AEFO)
- Executive Director and Secretary-Treasurer, Franco-Ontarian Teachers' Association (AEFO)
- President, Ontario English Catholic Teachers' Association (OECTA)
- General Secretary, Ontario English Catholic Teachers' Association (OECTA)
- President, Elementary Teachers' Federation of Ontario (ETFO)
- General Secretary, Elementary Teachers' Federation of Ontario (ETFO)
- President, Ontario Secondary School Teachers' Federation (OSSTF)
- General Secretary, Ontario Secondary School Teachers' Federation (OSSTF)
- Chair, Ontario Council of Educational Workers (OCEW)
- Chair, Education Workers' Alliance of Ontario (EWAO)
- President of OSBCU, Canadian Union of Public Employees – Ontario (CUPE-ON)
- 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)

Appendix:

Public Health Units not using the provincial call centre

Local public health units not using the provincial call centre

1. Lambton Health Unit / Lambton Health District
 2. North Bay Parry Sound District Health Unit / Bureau de santé du district de North Bay-Parry Sound
 3. Sudbury and District Health Unit
 4. Timiskaming Health Unit / Temiskamingue Health Unit
 5. District of Algoma Health Unit / Santé publique Algoma
 6. Chatham-Kent Health Unit / Office de santé de Chatham-Kent
 7. Durham Regional Health Unit / Durham Health Unit
 8. Halton Regional Health Unit / Halton Region Health Unit
 9. Windsor-Essex County Health Unit / Unité sanitaire de Windsor-comté d'Essex
 10. Brant County Health Unit / Brant County Health Unit
 11. Middlesex-London Health Unit / Bureau de santé de Middlesex-London
 12. Porcupine Health Unit / Porcupine Health Unit
 13. Southwestern Health Unit / Southwest Health Unit
 14. Huron Perth Public Health / Huron and Perth Health District
 15. York Regional Health Unit (excludes Cornell clinic) / York Region Health Service (excluding Cornell Community Centre Clinic)
 16. Renfrew County and District Health Unit
 17. Waterloo Health Unit / Waterloo Region Health Unit
 18. Wellington-Dufferin-Guelph Health Unit / Wellington-Dufferin-Guelph Health Unit
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