

**Please review this information carefully as it describes the next steps in the suspension process.**

Students who are suspended will need to update their immunization record with the Windsor-Essex County Health Unit (WECHU) to return to school. Students may return to school the same day once they receive any missing immunizations, and their record is updated with the WECHU (Windsor or Leamington office). They will receive an embossed (i.e., official) **rescind letter**, which is proof that the suspension order has been lifted. Parents/guardians can update their child's record online (must upload proof), have their Health Care Provider (HCP) fax their child's record to the WECHU, or update records in person at a WECHU office. The student will be removed from the suspension list on the next business day when the school receives their updated list.

### **Students Immunized by their Health Care Provider**

Families who have a Health Care Provider should contact their HCP to obtain information and receive any missing vaccinations for their child. There are 3 options for parents to report these records to the WECHU to have the suspension order lifted:

- a. Request the HCP fax the immunization record to the WECHU at 519-258-7288, or
- b. Submit immunizations received from their child's HCP online at [immune.wechu.org](http://immune.wechu.org). Please note, you will need to upload and submit a record as proof of completed immunizations (e.g., photo attachment), or
- c. Bring their child's record to a WECHU location to be updated and receive a rescind letter.

### **Immunization Clinics at the WECHU**

Limited walk-in immunization times are available at the WECHU Windsor and Leamington offices. Visit [www.wechu.org/getimmunized](http://www.wechu.org/getimmunized) for more information. Your child will be seen on a first come, first served basis. As a result, we cannot guarantee your child will be seen on any given day.

If you have any questions, please call the Immunization Helpline at 519-258-2146, ext. 1222.