

Important: Please Read Carefully re: Incomplete Student Immunization Record

October 2023

Parent/Guardian and/or Student:

The purpose of this document and the attached *Immunization Notice* is to inform you that your/your child's immunization record needs to be updated with the Windsor-Essex County Health Unit (WECHU). All elementary and secondary school students in Ontario must be immunized against nine diseases, as required by Ontario's [Immunization of School Pupils Act \(ISPA\)](#), unless they have a valid exemption filed with the health unit.

Here are some actions you can take to update an immunization record with the WECHU and avoid a future suspension:

1. **Report missing immunization information to the WECHU.** If a health care provider (HCP) has provided these immunizations, please report this information to the WECHU using one of the ways listed in the table below. *Although an HCP may have administered these vaccine(s), they are not required to report immunizations to the Health Unit.* So, the student may be up to date on their immunizations, but the WECHU doesn't have this information; as a result, the record is marked incomplete.

Ways to Report Updated Immunization Information to the WECHU	
Secure Online Reporting	immune.wechu.org
Phone	519-960-0231 or 1-800-265-5822 ext. 1222 (toll-free)
Fax	519-258-7288

2. **Contact the student's health care provider.** Take the immunization notice to the appointment. The student's HCP can answer questions and administer vaccinations for routine immunizations as needed. Don't forget to report the updated information to the WECHU, based on the options listed above.
3. **Book an appointment at a WECHU clinic.** Limited immunization clinics will be offered at the WECHU Health Unit offices by appointment only. An appointment can be booked online at www.wechu.org/getimmunized. Please bring the student's most up-to-date vaccine record(s) to the appointment.

Call the Healthy Schools Helpline at 519-960-0231, for any additional questions or concerns, or if you need assistance in a different language.

For further information on the Ontario publicly funded immunization schedule and student immunization records, visit www.wechu.org.