

March 20, 2023

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) in order to return to school. Students may return to school the same day once they receive 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 can update their child's record online (must upload proof) or have their Health Care Provider (HCP) fax their child's record. 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. Please note, you will need to upload and submit a record as proof of completed immunizations, 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. Walk-in clinics are open from 8:45 am to 3:30 pm the week of Monday, March 20th to Friday, March 24th. Information on additional immunization clinics is available on www.wechu.org/getimmunized. 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 519-960-0231.

Thank you for helping us to keep our student population safe from vaccine-preventable diseases.

The Healthy Schools Team