

1. Overview

The Government of Ontario implemented an immunization disclosure requirement for all publicly funded school board employees and other individuals regularly in these settings for the 2021-22 school year. *This Protocol is separate from, and in addition to, the Board's required daily self-assessment screening/confirmation process.*

According to the province and local health authorities, achieving high immunization rates in Ontario's schools through vaccination is part of a range of measures and actions that can help prevent and/or limit the spread of COVID-19 in schools and supports our goal of keeping schools open and safe for in-person learning.

Individuals subject to this Protocol will be required to provide proof of one of the following three things:

1. Full vaccination against COVID-19; or
2. A medical reason for not being vaccinated against COVID-19; or
3. Completion of a COVID-19 vaccination educational program prescribed by the Ministry of Education.

Those who are not fully vaccinated will be required to complete COVID-19 rapid antigen testing at a minimum frequency prescribed by the Ministry of Education.

2. Individuals Covered by the Immunization Disclosure Protocol

This Protocol applies to all school board employees as well as frequent school visitors and other professionals who provide services in schools and interact with students and staff, including third-party contractors. This also includes:

- All school board employees/staff, including daily and long-term occasional teachers and casual education workers;
- School board trustees;
- Student transportation drivers; and
- The following individuals if attending the school premises frequently and have direct contact with staff or students:
 - Students on educational placement, including professional services students on a placement / work-integrated learning visit (e.g., teacher candidate practicums, nurse, psychologist, behavioural therapist, speech-language pathologist, etc.);
 - Volunteers;
 - Those who provide professional services to children at school; and
 - Visitors, including third-party contractors.

3. Definitions

"Fully vaccinated against COVID-19", per Ministry of Education documentation, means having received all of the doses required for a COVID-19 vaccine(s) approved by the World Health Organization (e.g., two

doses of a two-dose vaccine, or one dose of a single-dose vaccine); and having received the final vaccine dose at least 14 days ago.

“*Educational Program*” means an educational program that has been prescribed by the Ministry of Education and addresses the following learning components:

- How COVID-19 vaccines work;
- Vaccine safety related to the development of the COVID-19 vaccines;
- Benefits of vaccination against COVID-19;
- Risks of not being vaccinated against COVID-19; and
- Possible side effects of COVID-19 vaccination

4. Attestation Requirement

Individuals covered by this Protocol are expected to submit a formal attestation if they are “fully vaccinated” against COVID-19 and provide proof of vaccination (i.e. upload vaccination receipt(s)). Individuals can submit their attestations at any time, as soon as they meet the definition of “fully vaccinated”.

Individuals experiencing challenges in uploading proof of vaccination should still submit a formal attestation as immediately as possible. See also: Appendix A – Obtaining Proof of Vaccination

Some individuals covered under this Protocol are employed by, volunteer at, or provide services to multiple school boards. Individuals are expected to provide separate attestations to each school board. Individuals who are not fully vaccinated by the start of school can submit their attestation throughout the school year as soon as they meet the definition of “fully vaccinated” outlined above. It is expected that newly hired or retained individuals would provide an attestation where applicable on or before the first day of attending a school board site, where possible.

The application for attestation and uploading proof of vaccination will be available for staff on September 7th, 2021, and can be accessed at this link <https://vaccinationstatus.yrdsb.ca>

5. Individuals who are not “Fully Vaccinated”

a) Proof of a medical reason for not being vaccinated

Proof must be provided by either a physician or a nurse practitioner (note: A nurse practitioner is a registered nurse who holds an extended certificate of registration under the Nursing Act, 1991).

In some instances, the medical reason for a person not being vaccinated may be time limited (e.g., timing around a procedure or other medical treatment). The documentation from the physician/nurse practitioner must specify whether the reason is permanent or time-limited. If time-limited, the documentation should indicate how long the medical reason is expected to last.

If an individual is unable to receive their vaccine for a medical reason but that reason is valid for a limited time, the Board will follow-up with them once that time period has expired and ensure the individual provides proof of vaccination or an attestation that the individual has completed the educational program prescribed by the Ministry of Education.

Individuals who are unable to receive their vaccine for a medical reason should contact Disability.management@yrdsb.ca for more information in regards to the appropriate documentation required to be submitted.

More information on this subject will be provided to school boards shortly by the Ministry of Education.

b) Proof of completion of an educational program

Individuals who do not intend to be vaccinated and do not provide a documented medical reason will be required to participate in an educational session about the benefits of COVID-19 vaccination, outside of working hours.

Individuals are required to provide an attestation that they have completed an educational program, where required.

Individuals covered under this Protocol who are employed by, volunteer at, or provide services to multiple school boards and are not fully vaccinated are required to identify a single school board for the purposes of participating in an education program and testing.

More information on this subject will be provided to school boards shortly by the Ministry of Education.

c) Testing requirements

Individuals subject to the policy who are not fully vaccinated must regularly complete rapid antigen testing for COVID-19 and demonstrate a negative result, at a minimum interval of _____ weekly; and provide verification of the negative test result (insert details on acceptable documentation). Individuals will be expected to fulfill testing requirements outside of working hours.*

For individuals who are covered by this Protocol but are less frequently in direct contact with students or staff, frequent testing may not be possible or reasonable. In these cases, the individual must complete a rapid antigen test as part of screening and demonstrate a negative test result, prior to interacting with students or staff.

**More information on testing frequency, and the process for obtaining and reporting rapid antigen test results will be provided shortly.*

6. Non-compliance

More information on this subject to be provided shortly

7. Data Reporting Requirements

a) Individuals Covered by the Protocol

The Board shall determine the total number of individuals subject to this Protocol. When reporting to the ministry, the Board shall be explicit on categories of individuals captured, including any deviations from the above the list.

b) Statistical Information and Reporting

The Board shall collect, maintain, and disclose key data metrics that relate to this Protocol to the Ministry of Education on a monthly basis.

The Board shall provide the Ministry with the following information:

- a. Total number of individuals to which this policy applies;
- b. Total number of individuals who have attested to/and provided proof of being fully vaccinated against COVID-19;
- c. Total number of individuals who have attested to being fully vaccinated, without supporting documentation;
- d. Total number of individuals who provided a documented medical reason for not being fully vaccinated against COVID-19;
- e. Total number of individuals who completed an educational session about the benefits of COVID-19 vaccination as an alternative to 2, 3, or 4 above, where applicable;
- f. Total number of individuals who have not yet submitted the attestation, for all individuals in a school board's HRIS;
- g. Percentage of individuals who have attested to being fully immunized (with supporting documentation); and
- h. Percentage of individuals who have attested to being fully immunized (without supporting documentation).

When reporting to the ministry, the Board shall be explicit on categories of individuals captured, including any deviations from the above list.

The Board will publicly post aggregated, depersonalized board-level data on a monthly basis.

The Board will not provide any identifying information to the ministry and should communicate to all individuals who are subject to the Protocol that information will be shared with the Ministry in aggregate form.

8. Privacy

The Board shall not provide any identifying information to the Ministry and will communicate to all individuals who are subject to the Protocol that information will be shared with the ministry in aggregate form only and without any identifying information.

Use

The information submitted in the portal will only be used by the YRDSB for the purpose of complying with the Protocol, including the review of completed attestations and verification of accompanying supporting documentation for accuracy and completion. For volunteers, visitors or third-party contractors, a name and e-mail address is required to create an account in this portal for submitting attestation documentation.

Disclosures to Third-Parties

Aggregate de-personalized board-level statistical information will be reported to the Ministry of Education. This statistical information will also be posted on the YRDSB website. Any and all information shared with the ministry and posted on the YRDSB website will be in aggregate form and will not contain any personal identifiable information.

Retentions

Unless otherwise required or advised to us by the ministry, the information you submit in this portal will be retained for the 2021-22 school year.

Appendix A: Obtaining Proof of Vaccination

1. Green Ontario Health Card

After vaccination, individuals with an Ontario photo health card can log in to the provincial portal to download or print an electronic COVID-19 vaccine receipt (PDF) for each dose received.

[COVID-19 vaccine booking support | COVID-19 \(coronavirus\) in Ontario](#)

Receipts are available:

- for first and second doses received in Ontario regardless of where you were vaccinated in Ontario (for example, at a mass immunization clinic, hospital, pharmacy, or primary care setting)
- for doses received out of province, if reported to the local public health unit (and if approved international vaccines²) To log in to the provincial portal and download vaccine receipt(s), individuals will need the following:
- a green photo health (OHIP) card (you will need numbers from both the front and back of the card, expired cards will be accepted)
- date of birth
- postal code

Steps to download receipt(s):

- Scroll to the bottom of the page and acknowledge that you have read and understood the terms of use;
- Enter the requested personal information and press “Continue”;
- Select “Continue” under the header: “Vaccination Receipts”; and
- Click “Download the Receipt” for the desired vaccination date.

2. Red and White Ontario Health Card

If you have a red and white health card, call the Provincial Vaccine Booking Line at 1-833-943-3900. The call centre agent can email you a copy of your receipt.

3. Other Circumstances

Individuals in the following circumstances should contact their local public health unit for further information:

- Individuals without an Ontario health card (or who did not provide their Ontario health card at the time of vaccination) should contact public health for a copy of their receipt.
- Individuals who did not receive a Canadian approved vaccine
- Individuals who have received an out-of-province vaccination and have not yet contacted their local public health unit should do so to ensure their records are validated and recorded.
- Individuals who have questions or concerns about the information supporting their COVID vaccine receipt.

The majority of people who were vaccinated in Ontario were provided a receipt from the Ministry of Health (MOH) with the individual’s name, date of vaccination and product name (i.e., Pfizer, Moderna,

etc.). However, there may be some exceptional instances where an individual cannot easily present or upload a digital copy of their vaccine receipt. Please contact immunization.disclosure@yrdsb.ca for additional support in collecting acceptable proof of vaccination.