[Date]

Dear Parent/Guardian:

In coordination with the Vermont Department of Health, Vermont Emergency Management the Agency of Education, [District] has scheduled an upcoming vaccination clinic in [School Name]. This clinic will serve students ages 12 and up in our district, as well as students in other nearby public and independent schools and members of our community – including parents!

We especially look forward to providing vaccines for our 12-15 year-old students, who are newly eligible to receive the [Pfizer COVID-19 vaccine](https://www.fda.gov/media/144414/download). The Health Department and Vermont pediatricians have put together this [two-page information sheet](https://www.healthvermont.gov/sites/default/files/documents/pdf/COVID19-Vaccine-Parent-Handout.pdf) to on the Pfizer COVID-19 vaccine and why it is safe and effective for this age group.

Please see details about the vaccination clinic below. If you have any questions, please contact [District Contact]. We are eager to support you however we can to help get our students vaccinated for their health and the health of our community.

Sincerely,

[Superintendent and/or COVID-19 Coordinator]

# Clinic Details

Clinic Location: [School Name]

Clinic Street Address: [School Address]

Clinic Date: [Date] Clinic Hours: [Hours]

# Registration

The best way to reserve a dose of vaccine for your child is to [register online](https://vermont.force.com/events/s/selfregistration). As part of registering online, you will be asked to provide your consent as their parent/guardian for your child to receive the vaccine. More information on registering online is available on the [Health Department website](https://apps.health.vermont.gov/COVID/faq/#vaccine-registration-and-appointments).

Anyone who is unable to make their appointment online, needs help, or who wants to speak with someone in a language other than English can call (855) 722-7878 and press 1 for interpretation services, Monday through Friday from 8:15 a.m. – 5:30 p.m., Saturday and Sunday from 10 a.m. – 3 p.m. This phone line is TTY enabled.

If your student attends [clinic school] and you register for an appointment during the school day, your child will be able to attend their vaccine appointment while at school. You do not need to be present, but you are welcome to attend with them if that would be helpful. We also encourage you to make an appointment for yourself if you are not yet vaccinated!

If your child attends the clinic without you, they will be asked to confirms the answers to health questions that were part of the registration process, such as whether or not they:

* have any history of allergic reaction to vaccines or injectable therapies
* are currently sick with COVID-19
* have recently had any other vaccines
* have a bleeding disorder or are taking blood thinners
* are breastfeeding or lactating

# Walk-Ins

The best way to ensure a dose is available for your child is to register in advance, but depending on how many registrations are made, we expect there to be a limited number of walk-in doses available. If your child takes advantage of a walk-in appointment, we will need to get your consent for them to be vaccinated in one of three ways:

* You can complete and sign the [Vaccine Consent Form](https://www.healthvermont.gov/sites/default/files/documents/pdf/vaccine-consent-form-English.pdf).
* You can come to the clinic and give your consent in person.
* A member of the vaccine clinic staff [or the school nurse] can call you on the phone to talk to you and document your consent.

# Other Options to Get Vaccinated

If our school clinic is not a convenient time for your family, there are many options statewide to get vaccinated. Your 12-15-year-old can register for vaccine at any community vaccine clinic providing the Pfizer vaccine that is convenient to you. In addition, pharmacies at Kinney Drugs, CVS, Costco and Hannaford’s are now offering appointments for Pfizer vaccine to Vermonters aged 12 and up. Please note that each pharmacy has its own process and requirements for parental consent.