



## Immunisation Policy

We keep track of your child's Immunisation while at school.

The policy is to set forth the provisions that must be followed when vaccinating the children at Repton School and to provide guidance in safe administration of vaccines.

### **Vaccines required by the UAE Health Authority for children 4-6 years old:**

- Measles, mumps and rubella (MMR)
- Diphtheria, Tetanus and Pertussis (DTaP)
- Polio (OPV/IPV)
- Varicella (chickenpox) -2 doses.

### **Submitting Forms & Records**

#### **New Pupils**

For newly admitted children, please refer to page 4 of the **Medical and Immunisation Record and Consent Declaration Form** by filling in details of each corresponding vaccines at registration.

This form is available at Admissions Department on registering your child with the school.

Please submit the form and a copy of the actual vaccination record of the child.

#### **You can submit the Immunisation forms by:**

1. Sending an e-mail with the following format as attachment a jpg, gif or pdf and send to [admissions@reptonabudhabi.org](mailto:admissions@reptonabudhabi.org).
2. Sending a copy of immunisation record by e-mail to our Admissions Department. Admissions will then forward the records to the School Nurse.
3. The School Nurse will follow-up with the parents when necessary in case of incomplete medical documents.

Repton School requires that all newly enrolled or readmitted students:

1. Show documentation of receiving the required vaccines.
2. Obtain an approval for exemption by submitting a medical report from the child's doctor.

Date Reviewed: 10 May 2018

Next Review Date: 10 May 2019



## Existing Pupils

Please submit documentation of updated immunisation records at the beginning of each academic year

1. Submit documentation of any updated immunisation taken outside the school during the academic year.
2. Submit any additional relevant record of child's immunisation at least 1 week before the inoculation in the school.
3. **It is the responsibility of the parents to ensure their child's immunisation record at school is updated.**
4. Consent forms must be completed, signed and returned to the school within seven days of receipt.

You can submit the Immunisation forms /records by:

Sending an e-mail with the following format as an attachment-a jpg, gif or pdf.

Please send to [roseclinic@reptonabudhabi.org](mailto:roseclinic@reptonabudhabi.org).

## Internal Immunisation Process

1. The child's qualification to immunisation is determined by the record submitted in the school.
2. The child's vaccination record is examined and the nurse determines what the child will need based on Health Authority's schedule of vaccination.
3. The consent form along with a copy of the vaccination record on file is sent for each child which must be returned within a week. If immunisation record is not yet on file, a note is sent along with the consent form asking to provide the nurse a copy.
4. Parents are notified on e-mail that consent forms are sent out that day and must be returned in 7 days.
5. Returned consent forms are examined and clarified with the parents when necessary. Parents must tick the vaccine to be given.
6. Consent forms along with the child's passport copy, Emirates ID copy and vaccination record copy are sent to SEHA, the Health Authority's organising body for immunisations.
7. SEHA staff confirms the date of inoculation to the school. Parents are notified within 24 hours through electronic communication.
8. Parents are reminded through electronic communication to update their child's vaccination record not later than 1 week before the date.
9. Parents are notified on e-mail of their child's vaccination schedule 3 days before the date.
10. A day prior to immunisation, the list of children to be sent to the clinic will be e-mailed to CT, HOKS & HT.

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11. On the day of immunisation, parents are notified and advised on post-immunisation care at home.

### **Missing / Lost Records**

If your child's vaccination records cannot be located or are incomplete, your child should be considered susceptible to disease and be vaccinated (or revaccinated) against vaccine-preventable diseases.

Children can have their blood tested for antibodies to determine their immunity to certain diseases. Parents can arrange this through their family doctor.

However, these tests may not always be accurate, so the doctor may not be sure your child is truly protected.

In some cases, doctors may prefer to revaccinate your child for best protection. Talk to your child's doctor to determine what vaccines are needed to protect against diseases.

### **Further information**

For more information do not hesitate to talk to Nurse Jovita G. Quintana, School Nurse at:

02 507 4899 or [roseclinic@reptonabudhabi.org](mailto:roseclinic@reptonabudhabi.org).