



中華人民共和國香港特別行政區政府總部教育局
Education Bureau
Government Secretariat, The Government of the Hong Kong Special Administrative Region
The People's Republic of China

本局檔號 Our Ref : EDB(SDCT)3/PRO/10/1/1

電話 Telephone :

來函檔號 Your Ref. :

傳真 Fax Line :

11 April 2022

To: Supervisors / Principals of all Secondary Schools, Primary Schools, Special Schools, Schools offering Non-Local Curriculum, Kindergartens and Kindergarten-cum-Child Care Centres

Dear Supervisor / Principal,

An Overview of COVID-19 Vaccination

This letter serves to call on schools to continue advocating students to receive Coronavirus Disease 2019 (COVID-19) vaccines and collect relevant information on the overall situation of vaccination at schools.

Racing Against Time to Get Vaccinated

Amid the serious threats posed by the COVID-19 epidemic, vaccination is the most effective safeguard measure to prevent severe cases and reduce the risk of fatalities. We appreciate schools' past efforts to promote vaccination amongst students, and hereby once again strongly call on schools to race against time to make full use of various means provided by the Government to timely arrange vaccination for students. Such means include:

- (i) Schools can arrange group booking for students to Community Vaccination Centres (CVCs) or designated Student Health Service Centres of the Department of Health for vaccination. The Government provides schools with booking and transportation services. At present, there are 27 CVCs in operation, with three of them (including The Hong Kong Spinners Industrial Building in Cheung Sha Wan, Millennium City 5 and MTR Tsing Yi Station) newly opened in March 2022, providing Sinovac vaccines to all eligible persons aged 3 years or above. There are also four Children Community Vaccination Centres providing BioNTech vaccines for children aged 5 to 11. In addition, the CVCs provide "same-day ticket" arrangements for children, adolescents and elderly;

- (ii) Schools may arrange onsite vaccination through COVID-19 Mobile Vaccination Stations (MVS)¹. The Government has recently introduced an additional MVS to facilitate students, teachers, school staff, parents, and their family members to receive Sinovac vaccines (aged 3 or above) or BioNTech vaccines (aged 12 or above); and
- (iii) Schools may contact doctors on their own or through the EDB to match doctors under the “Vaccination Subsidy Scheme (VSS) School Outreach” to obtain outreach vaccination services (Sinovac vaccines) for students.

We urge schools to utilise diversified means, including Parent-Teacher Association etc., to step up promotion and encourage parents to proactively arrange vaccination timely for students, in order to protect the health of individuals and the campus as well as to create a safe environment for the resumption of face-to-face classes. If schools encounter any difficulties or questions about bookings, please contact their respective Senior School Development Officers or Senior Service Officers.

An Overview of School Vaccination Rates and Activities

In order to facilitate the EDB and the community to have a more comprehensive understanding of the overall vaccination rates and vaccination activities of schools, we hereby invite your school to provide relevant information on vaccination rates as well as vaccination activities organised/participated and completed by schools from 24 January 2022 to 18 April 2022 by filling in **Annex 1** and returning the same to the respective School Development Section / Joint Office for Kindergartens and Child Care Centres by email or fax on or before 25 April 2022.

No matter whether your school has arranged any vaccination activities on or before 18 April 2022, if your school organises or participates in any vaccination activities after that date up to the end of this school year, please also fill in **Annex 2** within five working days upon completion of each vaccination activity your school has organised or participated in, and return the same to the respective School Development Section / Joint Office for Kindergartens and Child Care Centres by email or fax.

We also encourage schools to, while collecting data, strengthen publicity among students (especially boarders of special schools), parents, and their family members, and actively utilise various channels to promote vaccination activities at the school level.

As an important member of society, schools must shoulder their due responsibilities in the fight against the virus and encourage students to actively get vaccinated. Schools should proactively contact students who have not yet got vaccinated, understand their concerns and difficulties, and advise and assist them to get vaccinated as soon as possible. If you have any enquiries or need any assistance with vaccination arrangements, please

¹ For details of the related facilitation measures, please refer to the EDB website on “COVID-19 Vaccination Programme” (<https://www.edb.gov.hk/en/sch-admin/admin/about-sch/diseases-prevention/early-vaccination.html>)

contact your respective Senior School Development Officers or Senior Service Officers.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Verena LAU', with a stylized flourish at the end.

(Dr Verena LAU)
for Secretary for Education

An Overview of School Vaccination Rates and Activities
(schools should submit this form on or before 25 April 2022
for activities conducted on or before 18 April 2022)

To: _____ District School Development Section / Joint Office for Kindergartens and Child Care Centres [Fax no. : _____]

With reference to the letter issued by the Education Bureau (EDB) on 11 April 2022, our school submits information of the vaccination activities our school organised/participated in and completed as below:

Vaccination Means	Activity Date (First dose / Second dose / Third dose) (may include more than one date. Please list out in separate rows if necessary)	Aged 3 to 11 years ¹	Aged 12 to 17 years ²	Aged 18 or above ³	Teachers and school staff	Family members of students
Types of activity organised/participated in and completed by schools from 24 January 2022 to 18 April 2022						
i. Through VSS School Outreach (i.e. doctors providing outreach services at schools) by the EDB						
ii. Through self-arranged doctors to provide outreach services at schools						
iii. Through group booking at Community Vaccination Centres, designated Student Health Service Centres of the Department of Health, or Children Community						

Vaccination Centres						
iv. Mobile Vaccination Station (MVS) Outreach Services ⁴						
v. Through EDB's arrangements for vaccination at designated hospitals (only applicable to Special Schools)						
vi. Other activities (vaccination activities organised by other government departments / community organisations)						

Our school submits the latest situation of COVID-19 vaccination of all teachers and school staff directly employed by school, and students aged 3 or above (as of 18 April 2022) as below:

Vaccinate Rates	Students aged 3 to 11 years¹	Students aged 12 to 17 years²	Students aged 18 years or above³	Teaching staff directly employed by schools⁵	Non-teaching staff directly employed by schools⁶
Total number of persons					
A. Having received the third dose of COVID-19 vaccine					
B. Having received the second dose of COVID-19 vaccine					

C. Having received the first dose of COVID-19 vaccine					
D. Waiting for the first dose of COVID-19 vaccine or having made an appointment to receive the 1st dose of COVID-19 vaccine					
E. Informed schools that they are medically unfit for vaccination					
F. Persons infected with COVID-19 (including positive cases diagnosed by rapid antigen test) who are temporarily unable to be vaccinated					
G. Unvaccinated due to other reasons					

Special schools with boarding section should also complete the following table (Not applicable to schools with boarding section other than special schools):

Vaccination Status	Non-boarding students	Boarding students (returned home)	Boarding students (still residing in boarding houses)	Total
Completed vaccination:				
3 doses				
2 doses				
1 dose				
Unvaccinated:				
Already Reserved booking for the first dose				
Temporarily unable to be				

vaccinated with a medical certificate				
Temporarily unable to be vaccinated due to previous COVID-19 infection				
Unvaccinated due to other reasons				

School Name :	School Chop (if any)
Name of Supervisor / Principal (in BLOCK letters): :	
Signature of Supervisor / Principal:	
Date:	
Fax No.:	

Remarks:

1. Students aged 3 to 11 years old refer to the students attending in your school in the 2021/22 school year and are of 3 to 11 years old or above on the vaccination date.
2. Students aged 12 to 17 years old refer to the students attending in your school in the 2021/22 school year and are of 12 to 17 years old or above on the vaccination date.
3. Students aged 18 years old or above refer to the students attending in your school in the 2021/22 school year and are of 18 years old on the vaccination date.
4. If a school has organised VSS or MVS school outreach, schools should only provide their own schools' vaccination information. It is not necessary for the organising school (i.e. school providing its venue) to provide vaccination details of other schools to avoid duplication.
5. Teaching staff include principals, teachers and teaching assistants.
6. Non-teaching staff include school executive officers, assistant clerical officers/ clerical assistants, accounting staff, janitors, cooks, school bus drivers, school light bus drivers and escorts (commonly known as nannies), laboratory technicians, braille staff, teacher assistants, teaching assistants, workshop attendants, artisans, social workers, educational psychologists, speech therapists, physiotherapists, occupational therapists, occupational therapy assistants, nurses, wardens, the related grades of boarding section staff such as social work officers, social work assistants, welfare workers.

An overview for School Vaccination Activities
(Starting from 18 April 2022, schools should submit this form within 5 working days
upon the completion of vaccination activities)

To: _____ District School Development Section / Joint Office for
 Kindergartens and Child Care Centres [Fax no. : _____]

With reference to the letter issued by the Education Bureau (EDB) on 11 April 2022, our school submits the vaccination activities our school organised/participated in and completed:

Vaccination activities organised / participated in by schools	Activity Date (1st dose / 2nd dose/ 3rd dose) (may include more than one activity. Please list out in separate rows if necessary)	Aged 3 to 11 years¹	Aged 12 to 17 years²	Aged 18 years or above³	Teachers and school staff	Family members of students
i. Through VSS School Outreach (i.e. doctors providing outreach services at schools) by the EDB						
ii. Through self-arranged doctors to provide outreach services at schools						
iii. Through group booking at Community Vaccination Centres, the designated Student Health Service Centres of the Department of Health, or Children Community Vaccination Centres						

iv. Mobile Vaccination Station (MVS) Outreach Services ⁴						
v. Through EDB's arrangements to be vaccinated at designated hospitals (only applicable to Special Schools)						
vi. Other activities (Vaccination activities organised by other government departments / community organisations)						

School Name :	School Chop (if any)
Name of Supervisor / Principal (in BLOCK letters): :	
Signature of Supervisor / Principal:	
Date:	
Fax No.:	

Remarks:

1. Students aged 3 to 11 years old refer to the students attending in your school in the 2021/22 school year and are of 3 to 11 years old on the vaccination date.
2. Students aged 12 to 17 years old refer to the students attending in your school in the 2021/22 school year and are of 12 to 17 years old on the vaccination date.
3. Students aged 18 years old or above refer to the students attending in your school in the 2021/22 school year and are of 18 years old or above on the vaccination date.
4. If a school organises VSS or MVS school outreach, schools should only provide their own vaccination information. It is not necessary for the organising school (i.e. school providing its venue) to provide vaccination details of other schools to avoid duplication.