**Suggested Template letter for schools to send to parents- Text can be copied and pasted into the school’s letter template.**

Dear Parent/Guardian,

**RE: Your child’s immunisation record**

Your child’s immunisation status should always be checked at school entry by the School Health Nursing Team to make sure they are protected against risk of infection.

Immunising your child is a safe and important way to protect them from diseases. Once your child has been vaccinated against a disease, their body can fight it off better. When children are not vaccinated, they are at higher risk of catching, and becoming very ill, from the disease.

If you are unsure about whether your child has had all of their routine immunisations, ask the School Health Nursing Team to find out for you. It may be possible to have a catch up dose.

Try to have your child’s immunisations delivered on time to ensure protection. If your child is absent at the time when the immunisations are scheduled, speak to the School Health Nursing Team, as it may be possible to arrange to have the immunisation at a different location or time.

All immunisations are routinely offered to children in the UK free of charge on the NHS and to the ages at which they should ideally be given.

Yours Sincerely,

(insert appropriate signature)