

APPENDIX B

TEMPLATE

First Reminder to Parents of Children with Incomplete Records

Dear (parent/guardian):

The following is to inform you that we have not yet received proof of immunization for your child. Our records indicate that (student's name) immunization requirements were incomplete at the time of registration.

As required by law under the *Public Health Act* and the *Education Act*, children entering school for the first time in New Brunswick must provide satisfactory proof of immunization. Children without proof of immunization will not be granted school entry unless one of the following is provided:

- ✓ a completed record of immunization in any format supplied by your doctor or public health office; or
- ✓ the enclosed form, completed by your doctor or nurse practitioner, indicating that your child is exempted on medical grounds; or
- ✓ the enclosed form, signed by you and indicating that you have chosen not to have your child immunized.

A public health nurse assigned to our school will review the record to ensure that all required vaccines have been administered. We trust you can meet the specified requirements with a minimum of inconvenience.

Sincerely,

School Principal

c.c. Public health nurse
Superintendent