



5th June 2020

Dear Parents/Carers

Year 8 – HPV Vaccination – Friday 19th June 2020

I am writing to you to advise of the changes to the school immunisation programme. This is to ensure that children remain immunised against serious preventable illnesses. Those learners who were due to have their second dose of HPV vaccine (mainly year 8) may have been unable to receive these due to school closure caused by the coronavirus.

Beacon Hill Academy, in partnership with Vaccination UK, will be offering this vaccine to learners on an 'appointment' basis. The vaccinations will take place on **Friday 19th June 2020** and parents/carers are required to book a slot for their child. Through utilising an appointment system, we will enable our learners and the nurses administering the vaccine to maintain social distancing. As an additional layer of caution, the medical staff will check the temperature of every learner on arrival and will immediately send home any learner who has a fever. The Vaccination UK staff will be in PPE to minimise the risk to all parties and hand sanitiser will be provided for learners upon arrival.

By administering the vaccine on site at school, a safe and familiar environment for students away from the wider public, we hope that learners will feel more comfortable and reassured at this testing time. As additional layer of support, Vaccination UK will be providing increased staffing at the sessions to help manage the flow of learners.

We believe that maintaining immunisation sessions in school is critical to student well-being and offers the safest and most effective route to protecting as many learners as possible from contracting preventable diseases.

In order to book an appointment please click/tap: <https://beaconhillacademy.schoolcloud.co.uk/> then follow the instructions on the second page of this letter to book a slot. Once an appointment has been made you will be sent an email confirmation. Bookings close at 23:55 on **Friday 12th June 2020** (7 days before the vaccination date) – you can login to the system at any point until this time to amend/cancel your booking.

If you have any queries or concerns regarding the vaccination, please contact Mrs Brownsword, Learner Welfare Officer via: dbrownsword@beaconhillacademy.org.uk

If you have any technical issues using the system, please email helpline@beaconhillacademy.org.uk

Your Sincerely,

Mr S Dhami
Principal



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GUIDE FOR BOOKING APPOINTMENTS

Click/tap: <https://beaconhillacademy.schoolcloud.co.uk/>



Please Note: Images are sample images and are not specific to this event

Please Note: Instructions are specific to this event

Step 1: Login

Fill out the details on the page then click the *Log In* button.

A confirmation of your appointments will be sent to the email address you provide.

Step 2: Select Injections Booking

Click on the date to book.

Step 3: Select Booking Mode

Choose “Manual” and click next

Step 4: Choose Teachers

For the injections booking, you must leave all nurses selected to view the complete range of times available.

If you untick any of the nurses, the range of slots available to you will be reduced and you may not be able to select the timeslot you want.

Step 5: Book Appointments

Click any of the green cells to make an appointment. Grey cells are unavailable.

You only need to book an appointment with one nurse. It does not matter which nurse you select – all four are available to give you the widest range of times. Due to COVID-19, we are limiting bookings to 4 learners per-5 minute slot.

Once you're finished booking all appointments, at the top of the page in the alert box, press *click here* to finish the booking process.

Step 6: Finished

All your bookings now appear on the My Bookings page.

An email confirmation has been sent to you – this email will come from an address called “Parents Evening System” as this is what we will usually use this system for.

PLEASE ENSURE YOU ARRIVE ON TIME AND ADHERE TO SOCIAL DISTANCING MEASURES TO PROTECT YOURSELF, OTHER LEARNERS AND STAFF.



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