



## Guide for Educators

### Human Papillomavirus (HPV) Vaccination at Schools

In 2014 all grade 4 girls are provided with the opportunity to receive the HPV vaccination at schools. This implementation guide aims to provide educators with the necessary information regarding the vaccination of the grade 4 girls in schools. The target group for the HPV vaccination is grade 4 girls who are 9 years and older. Each girl will receive 2 doses of the HPV vaccination, the first dose will be in March /April and the second dose in September/October. HPV vaccination teams will visit schools during these two periods to vaccinate the girls that are eligible for the vaccination. The attached pamphlet provides further information about the vaccination.

#### 1 HPV Documents

All schools will receive a pack of documents which will include:

##### 1.1 HPV Posters

- 1.1.1 The posters are intended to inform the grade 4 girls about the HPV vaccination.
- 1.1.2 On the poster **write the dates** when the HPV vaccination team are scheduled to visit your school.
- 1.1.3 **Display posters** in the grade 4 classroom at least two weeks before the HPV vaccination session.
- 1.1.4 The posters can remain in the classroom until the second dose of the HPV vaccination. (If there is a problem with space the poster can be removed and displayed again two weeks before the second dose of the HPV vaccination)

##### 1.2 HPV Grade 4 girls and parents information pack

- 1.2.1 HPV Consent forms
- 1.2.2 Ministers invitation letter
- 1.2.3 HPV Fact Sheets

## **2 Process for obtaining consent for HPV vaccination of grade 4 girls**

- 2.1 All girls in grade 4 must receive the HPV Grade 4 girls and parents information pack before the vaccination session at the school.
- 2.2 Inform the girls that the consent forms and vaccination card must be returned to the school as soon as possible.
- 2.3 If the consent forms are not returned to the school at least 1 week before the vaccination session please remind girls to return the consent form.

**Please note:** that all consent forms need to be returned irrespective of whether consent for the HVP vaccination is granted or not.

## **3 Preparing for the HPV vaccination session**

- 3.1 Prepare and make available the list of names of the grade 4 girls and all the consent forms and vaccination cards on the day of the HPV vaccination.
- 3.2 Ensure that the grade 4 girls are informed of the date of the HPV vaccination at least 3 days before the event.
- 3.3 On the day of the vaccination provide the HPV vaccination team with a grade 4 class list and mark which girls are absent from school on that day.
- 3.4 The returned consent forms for girls absent on the day of the vaccination must be handed in with the class list to the HPV vaccination team.
- 3.5 Hand out to each grade 4 girl present, her own signed consent form and vaccination card before the vaccination session.
- 3.6 All grade 4 girls must be sent to the vaccination information session.
- 3.7 Grade 4 girls that do not have permission for the vaccination will be sent back to the classroom after the information session.
- 3.8 Girls that have consent to be vaccinated will proceed to the vaccination area.
- 3.9 All girls that were vaccinated will be observed for 15 minutes before they are returned to class.
- 3.10 After the vaccination the consent forms will be filed in the learners records.
- 3.11 The vaccination cards will be handed to each grade 4 girl to take home for safe keeping.
- 3.12 Please remember to sign the HPV vaccination register after the vaccination session for your class.
- 3.13 If the HPV vaccination teams has not arrived contact the provincial HPV coordinator.