

Providing consent for your child to receive a vaccination at school

NSW School Vaccination Program

What is the NSW School Vaccination Program?

NSW Health works in partnership with schools to offer the vaccines recommended for adolescents by the National Health and Medical Research Council (NHMRC) in a school-based vaccination program. In year 7 children are offered the human papillomavirus (HPV) and diphtheria-tetanus-pertussis (dTpa) vaccines and in year 10 they are offered the meningococcal ACWY vaccine. Parents/guardians must provide consent for their child to receive routine vaccinations. More information about school vaccination is available at [NSW School Vaccination Program Portal](#).

How do I provide consent for my child to receive a vaccination at school?

This NSW School Vaccination Program portal allows parents/guardians to provide online consent for their child to receive the routine vaccinations. Your child's school will provide you with a link to the portal, where you can log in using your ServiceNSW account on any device with an internet connection. To meet online security requirements, you will need to provide both your and your child's Medicare card number to proceed online. If you or your child do not have a Medicare card, consent can be still provided by requesting a **paper-based consent form directly from your child's school**.

Consent process overview

1. Access the link to the [NSW School Vaccination Program Portal](#) and follow the steps to log in to your existing ServiceNSW account. This is the same account you may already use to renew your driver's licence. If you don't have a ServiceNSW account, refer to [ServiceNSW](#) to create one.
2. Update or confirm your personal details in your ServiceNSW as required.
3. Complete the School Vaccination Consent Form for your child(ren). You will need to:
 - a. Enter your child's personal details
 - b. Provide the Medicare card details for you and your child
 - c. Read the linked Parent Information Sheet
 - d. Provide consent

Information found in this document:

1. [How to log in to the NSW School Vaccination Program Portal](#)
2. [How to provide consent for your child to receive a vaccination at school](#)
3. [How to withdraw consent](#)
4. [How to edit your child's personal details](#)
5. [How to edit your personal details](#)




Important information

Please visit the [NSW School Vaccination Program](#) homepage to view this document in other languages.

How to log in to the NSW School Vaccination Program Portal



Important information

Google Chrome  is the preferred browser to use when accessing the NSW School Vaccination Program Portal.

1. From the NSW Health link, select on **Service NSW Account**.

The ServiceNSW Account Log in page will display.

Note: If you do not have a Service NSW account, please visit [MyServiceNSW](#) to register.



The screenshot shows the NSW Health login page. At the top, there is the NSW Government logo and the word 'Health'. Below this, a message reads: 'Welcome to NSW Health. Use the buttons below to select how you wish to login'. There are two buttons: 'Service NSW Account' and 'Stafflink ID'. The 'Service NSW Account' button is highlighted with a red box, and a red arrow points to it from the left.

2. In the Log in screen, enter your ServiceNSW account details:

- a. Enter your **Email**
- b. Enter your **Password**
- c. Select **Continue**

The Complete your profile page will display.

The screenshot shows the 'Log in' screen for a Service NSW Account. At the top, there are logos for NSW and Service NSW, and the text 'MyServiceNSW Account'. The main heading is 'Log in'. Below this, there are three fields: 'Email' with the value 'Jeanmarie.Cameron@example.com', 'Password' with a masked password and a 'Show' link, and a 'Continue' button. A red box highlights the 'Continue' button. To the left of the form, there are three red circles with white letters 'a', 'b', and 'c' next to the respective fields and button.

3. In the Parent/Guardian Details section, update any details as required.

The information that can be edited is:

- Given Name
- Family Name
- Sex
- Date of birth
- Mobile number
- Best alternate number

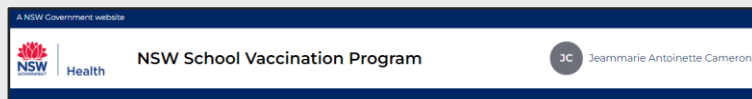
Note: If you do not have a Given or Family name, select the tick box **I have No Given Name or Family Name**

4. In the Your Medicare Details section:

- Enter your **Medicare number**
- Enter your **Individual reference number (IRN)**

5. Select **Confirm**.

The NSW School Vaccination Program homepage will display.



How to provide consent for your child to receive a vaccination at school



Important information

If your child does not have a Medicare card, consent for vaccination can be still given by requesting a paper-based consent form directly from your child's school.

1. From the NSW School Vaccination Program homepage select **Provide consent**.

The School Vaccination Consent Form will display.

More information about the NSW School Vaccination Program is available at [NSW Health](#) or by calling your local public health unit on 1300 066 055

Provide consent

2. In the School Clinic section:

- a. Select your child's **school**
- b. **School Year**

School Clinic

* Please use the search bar below to type and select your child's school:

a Marsden High School | Meadowbank | 2114

* School Year

b Year 7 Year 10

3. In the Your Child's Details section:

- a. Enter their **Given Name**
- b. Enter their **Family Name**
- c. Select their **Sex**
- d. Select **Indigenous status**
- e. Enter your child's **date of birth** in the format DD-MM-YYYY

Note: If child has only one name, select the tick box **Child has no Given Name or Family Name**.

Your Child's Details

Child has No Given Name or Family Name

* Given Name **a** Edmundo

* Family Name **b** Cameron

* Sex **c** Male

* Indigenous status **d** Neither Aboriginal nor Torres Strait Islander origin

* Date of birth (e.g. 31-01-2021) **e** 12-06-2010

Your Child's Details

Child has No Given Name or Family Name

* Name

4. In the Parent/Guardian Details section, select your **Relationship to student**.

Parent/Guardian Details

* Relationship to student

Parent

Given Name Jeammarie Antoinette

Family Name Cameron

Mobile number

Best alternate number

5. In the Child's Australian Address section, enter the child's **address**.

Child's Australian Address

Please start typing your child's home address in Australia below

1-5 AUSTRAL ST, PENSHURST NSW 2222


[I can't find the address](#)

6. In the Child's Medicare Details section:

- a. Enter the child's **Medicare number**
- b. Enter the child's **Individual reference number (IRN)**

Child's Medicare Details

Your child's Medicare number will be used to match your child's vaccination records on the Australian Immunisation Register (AIR). If your child has their own Medicare card use this rather than the family one.



a * Medicare card number (10 digits, no space)

b * Individual reference number (IRN)

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4

7. Select the **Parent Information Sheet** to read the benefits and risks of vaccination.

A new browser tab will open to display the Parent Information Sheet.

Step 2 of 3: Read Parent Information Sheet

Please open and read the Parent Information Sheet below to understand the benefits and risks of vaccination. You will be asked to declare that you have read and understood the Parent Information Sheet. A Privacy Statement that describes how your personal information will be stored and used is also included.

Parent information

[Parent Information Sheet - Year 7](#)

[Information in other languages](#)

8. Read and **select** the declaration statements to indicate:

- a. You have read and understood the **Parent Information Sheet**
- b. You have read and understood the **Privacy Statement**
- c. Your child does not have any of the listed **medical conditions**

Declaration statement

Students aged 18 years and over may consent to their vaccination and should complete and sign where 'Parent/Guardian' is indicated and any reference to 'my child' is a reference to the student 18 years or over. Consent can be withdrawn at any time.

I, Jeammarie Antoinette Cameron

a * Declare that I have read and understood the information in the Parent Information Sheet regarding the benefits and possible side effects of Human Papillomavirus (HPV) and Diphtheria-Tetanus-Pertussis (dTpa) vaccines and note that I can withdraw consent at any time

b * Declare that I have read and understood the Privacy Statement and I understand that my and/or my child's personal information (including health information) may be disclosed in certain circumstances as set out in that Privacy Statement

c * Declare to the best of my knowledge that my child:

- Has not had an anaphylactic reaction following any vaccine
- Does not have an anaphylactic sensitivity to any of the vaccine components listed in the Parent Information Sheet
- Is not pregnant



Important information

If the child has any of the listed medical conditions, it may not be suitable for them to receive the vaccination and you should seek medical advice.

9. In the **Consented Vaccines** section, **select** the tickboxes to indicate your consent of the vaccines.

Consented Vaccines

I, Jeammarie Antoinette Cameron, give consent for my child Edmuno Cameron, to receive the Diphtheria-Tetanus-Pertussis (dTpa) vaccine

I, Jeammarie Antoinette Cameron, give consent for my child Edmuno Cameron, to receive the Human Papillomavirus (HPV) vaccine



Important information

Consent must be provided for a child to receive their vaccination. Students over the age of 18 can provide their own consent.

10. Enter any **Additional Comments** you would like the school to be aware of in the Additional Comment field.


Additional Comment

11. Select **Submit**.

[Back Home](#) [Submit](#)

All information you have entered has been saved and consent has been recorded.

12. The **Consent Recorded** page will display with important details for you to read. A copy of the consent will be sent via text and emailed to you.


Consent Recorded
Thank you for providing consent for Edmuno Cameron to be vaccinated through the school vaccination program.

Consented vaccine(s) Details

Consented	Diphtheria-Tetanus-Pertussis (dTpa)
Consented	Human Papillomavirus (HPV)

You will shortly receive an email confirming that you have given consent. You will then receive emails after each vaccine dose has been given.


Parents can request a copy of their child's AIR Immunisation History Statement at any time (before their children turn 14 years of age) using their Medicare online account through MyGov (my.gov.au), using the Medicare Express Plus App (humanservices.gov.au/individuals/subjects/express-plus-mobile-apps) or by calling the AIR General Enquiries Line on 1800 653 809.

[Return to home](#) [Provide consent for another child](#)

13. To provide consent for another child, select **Provide consent for another child**.

[Return to home](#) [Provide consent for another child](#)

A new School Vaccination Consent Form will display.


NSW School Vaccination Program

Follow steps 2-11 of this guide to complete the form.

14. To return to the School Vaccination Program homepage select **Return to home**.

The School Vaccination Program homepage will display.



How to withdraw consent



Important information

You cannot withdraw consent online within 24 hours of your child's vaccination. To withdraw consent within 24 hours, call your public health unit on 1300 066 055.

1. From the NSW School Vaccination Program homepage select **Withdraw consent**.

The Manage Consent Form will display.

The screenshot shows the 'Manage consent' interface for Edmuno Cameron at Marsden High School. It lists two vaccine records. The first record is for Diphtheria-Tetanus-Pertussis (dTpa) with a status of 'Consented' and a 'Withdraw consent' button highlighted with a red box. The second record is for Human Papillomavirus (HPV) with a status of 'Consented' and a 'Withdraw consent' link.

2. In the Manage Consent form, select the **checkbox** to withdraw consent.
Enter any **Additional Comments** you would like in the Additional Comment field.

This screenshot shows the 'Manage consent' form with the 'Withdraw consent' checkbox selected. Below the checkbox is a text field for 'Additional Comment' which is highlighted with a red box.

3. Select the relevant **Parent Information Sheet** to read the benefits and risks of vaccination. The Parent Information Sheet is available in other languages by selecting the option **Information in other languages**.

The screenshot shows a section titled 'Parent information' with a red box around the link 'Parent Information Sheet - Year 7'. Below it is a link for 'Information in other languages'.

A new browser tab will open to display the selected Parent Information Sheet.

4. Select **Confirm**.

Back Home Confirm

The Manage consent page will display.

5. The consent status will now display as **Consent withdrawn**.

Consent for the dTpa vaccination has been withdrawn. To ensure the student is not vaccinated, consent must be withdrawn individually for each vaccine.

Note: Consent must be provided for a child to receive their vaccination at school.

Manage consent

Edmuno Cameron [Edit information](#)

School
Marsden High School

Future vaccine consent(s)

Vaccine
Diphtheria-Tetanus-Pertussis (dTpa) [Give consent](#)

Consent status
Consent withdrawn

Vaccination Status
-

Vaccine
Human Papillomavirus (HPV) [Withdraw consent](#)

Consent status
Consented

Vaccination Status
-

How to edit your child's personal details

1. From the NSW School Vaccination Program homepage, select **Edit information** in the Manage Consent section.

The Edit information form will display.

Manage consent

Edmuno Cameron

[Edit information](#)

School
Marsden High School

Future vaccine consent(s)

2. In the **Edit information** form, select your child's school and update the relevant fields.

The information that can be edited is:

- Given Name
- Family Name
- Sex
- Indigenous status
- Parent Details: Relationship to student
- Child's Australian Address
- Child's Medicare Details

If you wish to change school year, consent must be withdrawn and a new consent must be provided.

Your Child's Details

Child has No Given Name or Family Name

* Given Name

* Family Name

* Sex

* Indigenous status

* Date of birth (e.g. 31-01-2021)

Parent/Guardian Details

* Relationship to student

Given Name


Family Name

Mobile number

Best alternate number

Child's Medicare Details

Your child's Medicare number will be used to match your child's vaccination records on the Australian Immunisation Register (AIR). If your child has their own Medicare card use this rather than the family one.



* Medicare card number (10 digits, no space)

* Individual reference number (IRN)

3. Select **Confirm**.

The changes have been saved and the Manage consent page will display.

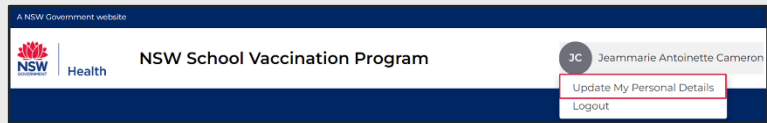
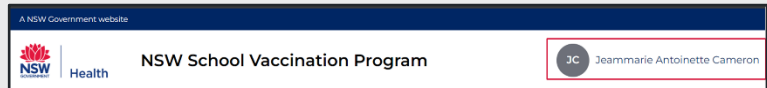
[Back Home](#)

[Confirm](#)

How to edit your personal details

1. From the NSW School Vaccination Program homepage, select **Your Name** and select **Update My Personal Details**.

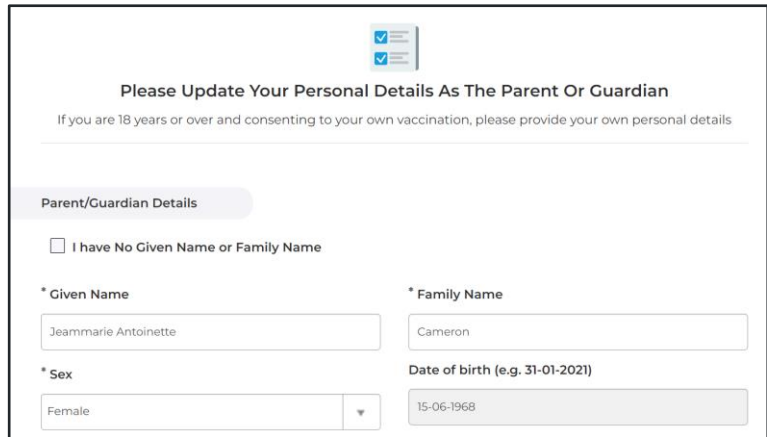
The Please Update Your Personal Details As The Parent Or Guardian page will display.



2. In the **Please Update Your Personal Details As The Parent Or Guardian** form, update the relevant fields.

The information that can be edited is:

- Given Name
- Family Name
- Mobile number
- Best alternate number



If you do not have a Given or Family name, select the tick box **I have No Given Name or Family Name**



3. Select **Confirm**.

The changes have been saved and the Manage consent page will display.

