

Produced by

Department of Health, Western Australia
Communicable Disease Control Directorate (CDCD)
Public and Aboriginal Health Division (PAHD)
189 Royal Street
East Perth WA 6008

PO Box 8172
Perth Business Centre WA 6849

(08) 9222 2486

immunisation@health.wa.gov.au | www.health.wa.gov.au | www.cdc.wa.gov.au

Definitions

A list of definitions is included below to help child care services, community kindergartens and schools understand key terms used in these Guidelines.

Australian Immunisation Register (AIR)

The national register under the *Australian Immunisation Register Act 2015* that records all vaccines given to all people in Australia. Recognised immunisation providers can send immunisation information to the AIR.

AIR Immunisation History Form

A form completed by a recognised immunisation provider when the AIR does not have the complete immunisation history for a child. This form may be used to record that a child is on a planned catch-up schedule for any overdue immunisations.

AIR Immunisation History Statement

A statement from the AIR produced for each child that indicates their immunisation status (up to date, or not up to date), all immunisations received, any immunisations due or overdue, whether the child has received all vaccines required by 5 years of age, and if a valid medical exemption is recorded.

Child care services

An education and care service as defined in the *Education and Care Services National Law* (Western Australia) s.5(1), or a child care service as defined in the *Child Care Services Act 2007* s.4.

- * **Includes:** long day care and family day care services.
- * **Does not include:** occasional care, mobile services or any outside schools hours care service or school holiday services etc.

Community kindergarten

A kindergarten registered under the *School Education Act 1999* that is supported by the Department of Education, and is not located at a school, but is linked to a school. The principal of the linked school is responsible for the enrolment process.

Enrolment

The formal process of offering and accepting a place for a child in a specific child care service, community kindergarten or school and knowing when the child will start to attend. A child is enrolled when a parent/guardian provides the required documentation (e.g. birth certificate, proof of address, AIR Immunisation History Statement) and the enrolment form is completed, in some cases, with payment of a deposit.

Applying for a place or being on a waitlist for a place means the child is not yet enrolled at the child care service, community kindergarten or school.

Recognised immunisation provider

A recognised vaccination provider as defined in the *Australian Immunisation Register Act 2015*. For example, this is a qualified health provider who can administer immunisations and record them on the AIR in the following settings (not exclusive to): general practice (GPs), local council immunisation services, Aboriginal Medical Services (AMSs), hospitals, school based immunisation programs, travel medicine clinics and community health centres.

Kindergarten programs

Pre-kindergarten and kindergarten are non-compulsory education programs, primarily provided through community kindergartens, schools, and some child care services.

Public health unit (PHU)

Public health unit staff are responsible for preventing, identifying, and minimising public health risks to the community, including working with early childhood services to manage disease outbreaks.

School

A government school (public), or a non-government school, as defined in the *School Education Act 1999*.

Quick guide to WA's immunisation requirements

What you need to do

1. Request, obtain, and assess an immunisation certificate for each child applying to enrol

Only acceptable documentation:

- * [Australian Immunisation Register \(AIR\) Immunisation History Statement](#), no more than two months old
- * [AIR Immunisation History Form](#), no more than six months old, if the child is on a catch up schedule
- * a valid immunisation certificate issued or declared by the Chief Health Officer.

2. For child care service, pre-kindergarten and kindergarten enrolments, ensure each child meets immunisation requirements for enrolment

Only enrol a child:

- * whose AIR Immunisation History Statement is 'up to date',
- * who is following an approved catch-up schedule as indicated on the child's AIR Immunisation History Form;
- * who has a valid immunisation certificate issued or declared by the Chief Health Officer, or
- * if you are satisfied the child is exempt because of particular family circumstances.

3. Report under-vaccinated children

When directed to, report any child who is enrolled in a child care service, pre-kindergarten and kindergarten with an immunisation status that is 'not up to date'. This includes where:

- * the child has an immunisation certificate issued or declared by the Chief Health Officer;
- * the child is following a catch-up schedule for missing vaccinations, as prescribed by the particular family circumstances.

2. Collect immunisation status of all children

At enrolment, the parent/guardian of the child is required to give the immunisation status of the child to the person in charge of the child care service, community kindergarten or school.

The only acceptable documentation is:

*

Vaccine exemption due to medical reasons or natural immunity

If a child cannot receive one or more vaccines for certain medical reasons or the child has natural immunity, parents need to contact their GP in the first instance. If a vaccine exemption is warranted, the medical practitioner needs to advise the AIR online or by completing and submitting the AIR – Immunisation Medical Exemption Form.

Children who have a valid medical exemption to vaccination or natural immunity will have an immunisation status that is recorded as 'up to date' on their AIR Immunisation History Statement.

Example AIR Immunisation History Statement – up to date



Australian Government

Department of Health



Immunisation history statement

As at: 11 July 2019
For: BERNARD & LUNA
Date of birth: 16 January 2016
Immunisation status: Up to date

Child is up to date. Child meets immunisation requirements for enrolment and can be enrolled.

Schedule	Date given	Immunisation	Brand name given
2 months	16 Mar 2016	Diphtheria Tetanus Pertussis Hib Hepatitis B Polio Pneumococcal Rotavirus	Infanrix Hexa Prevenar 13 Rotarix
4 months	13 May 2016	Diphtheria Tetanus Pertussis Hib Hepatitis B Polio Pneumococcal Rotavirus	Infanrix Hexa Prevenar 13 Rotarix
6 months	16 Oct 2016	Diphtheria Tetanus Pertussis Hib Hepatitis B Polio Pneumococcal	Infanrix Hexa Prevenar 13
12 months	16 Jan 2017	Measles Mumps Rubella Hib Meningococcal C	MMR II Menitorix
18 months	16 Jul 2017	Diphtheria Tetanus Pertussis Measles Mumps Rubella Varicella	Infanrix Priorix-Tet
18 months	01 Apr 2018	Influenza	Influvac

The child's next due immunisations are listed here.

Next immunisation/s due	Date due
Polio	16 Jan 2020

Notice/s

Example AIR Immunisation History Statement – up to date and fully immunised



Australian Government

Department of Human Services



Imm

As at: 11 July 2019

For: POM, CHEU, CIAY

Date of birth: 01 February 2016

Immunisation status: Up to date

Child is up to date. Child meets immunisation requirements for enrolment and can be enrolled.

Schedule	Age	Immunisation	Vaccine
2 months	04 Apr 2016	Diphtheria Tetanus Pertussis Hib Hepatitis B Polio Pneumococcal Rotavirus	Infanrix Hexa Prevenar 13 Rotarix
4 months	01 Jun 2016	Diphtheria Tetanus Pertussis Hib Hepatitis B Polio Pneumococcal Rotavirus	Infanrix Hexa Prevenar 13 Rotarix
6 months	01 Aug 2016	Diphtheria Tetanus Pertussis Hib Hepatitis B Polio Pneumococcal Rotavirus	Infanrix Hexa Prevenar 13 Rotarix
12 months	01 Feb 2017	Measles mumps Rubella Hib Meningococcal C	MMMR II Menitorix
18 months	01 Aug 2017	Diphtheria Tetanus Pertussis Measles Mumps Rubella Varicella	Infanrix ProQuad
4 years	01 Jul 2019	Diphtheria Tetanus Pertussis Polio	Infanrix IPV

This child is fully immunised.

Next immunisation/s due No vaccines due.

Notice/s

This individual has received all vaccines required under the National Immunisation Program childhood schedule.

2.2 AIR Immunisation History Form

2.3 Immunisation certificate issued by the Chief Health Officer

2.4 Overseas immunisation records

Overseas immunisation records must not be accepted.

If families have moved to Australia from overseas they need to make sure their child's previous vaccinations are recorded on the Australian Immunisation Register (AIR). To do this, parents/guardians need to take any information about their child's overseas immunisations to their immunisation provider, who will then update the child's AIR record. Following the update to the child's AIR record, parents can then access an updated AIR Immunisation History Statement (see [Section 2.1](#)).

Individuals that are not registered with Medicare can still have an AIR record. An immunisation provider is able to assist in registering a child on AIR, as well as commence a child on a catch-up schedule for any missing vaccinations..

3. Ensure children meet immunisation requirements for enrolment

Effective 22 July 2019

Applies to all enrolments into child care services (long day care and family day care), pre-kindergarten and kindergarten only.

The person in charge of a child care service, community kindergarten or school is responsible for ensuring that a child is not permitted to enrol into a child care service or kindergarten program unless the child meets **one** of the following requirements.

Immunisation requirement at enrolment	Description	Documentation required
Child's immunisation status is 'up to date'.	As part of enrolment documentation, the parent/guardian must provide the child's AIR Immunisation History Statement. The AIR Immunisation History Statement must be no more than two months old and show the child's immunisation status to be 'up to date'.	AIR Immunisation History Statement no more than two months old indicating the child's immunisation status is 'up to date.' See Section 2.1 for example.
Child is following a catch up schedule prescribed by the regulations.	If a child has an immunisation status that is 'not up to date' but the child is following a catch-up schedule planned by a recognised immunisation provider in accordance with the Australian Immunisation Handbook, the child may still be enrolled. Reporting required: any child enrolled whose immunisation status is 'not up to date' is to be reported to the Chief Health Officer when requested to do so. See Section 4 .	AIR Immunisation History Form no more than six months old indicating the child is on a catch-up schedule. See Section 2.2 for example.

Immunisation requirement at enrolment	Description	Documentation required
<p>Child has an immunisation certificate:</p> <ul style="list-style-type: none"> * that is issued by the Chief Health Officer, stating that the child's immunisation status is considered 'up to date' but for a particular circumstance, or * that is a document or class of documents declared by the Chief Health Officer, to be an immunisation certificate. 	<p>The Chief Health Officer (CHO) may issue an immunisation certificate for a child for the purposes of meeting immunisation requirements for enrolment in a child care service or kindergarten program, where the CHO is satisfied that but for that exceptional circumstance, the child's immunisation status would be 'up to date.'</p>	

3.1 Scenarios and suggested responses

The majority of children in WA are up to date with their immunisations (including where they have a medical contraindication or natural immunity), however a small number of children are 'not up to date' and are not on a catch-up schedule prescribed by the regulations.

The scenarios below have been developed to assist child care services, community kindergartens and schools understand what to do when parents/guardians present with various situations.

Scenario	What to do
<p>Parent/guardian needs more information on the Western Australian laws relating to immunisation.</p>	<p>Direct parent/guardian on where to find further information.</p> <p>Advise the parent/guardian that on 22 July 2019, new WA laws relating to immunisation requirements for enrolment came into effect. Under these new laws, a child's immunisation status will affect their eligibility to enrol into child care services, pre-kindergarten and kindergarten.</p> <p>Children enrolling into family day care, long day care and kindergarten programs are required to have an immunisation status that is 'up to date', be on a catch-up schedule prescribed by the regulations, have an immunisation certificate issues or declared by the CHO, or qualify as an exempt child.</p> <p>Inform them that WA Health advises parents/guardians to keep their children's immunisation status 'up to date' at all times. By doing this, the parents/guardians are providing their children with the best protection against serious, life threatening vaccine-preventable diseases and ensuring their children can access early education and care, in addition to family assistance payments provided by Centrelink.</p> <p>See Sections 7 and 9 for further information for parents.</p>
<p>A child who is currently attending a child care service or kindergarten program is not fully immunised.</p>	<p>No action</p> <p>The legislation applies to new enrolments only, from 22 July 2019 onwards. This includes children who are moving to a different school.</p>
<p>Parent/guardian applied to enrol the child prior to the legislation coming into effect (i.e. prior to 22 July 2019) and the child will commence kindergarten in 2020.</p>	<p>Do not enrol this child until relevant documentation is provided.</p> <p>Enrolment commences by an application and a child is enrolled when all the Do not enrol this cpan #600 BD[(commence kinder)23.1Spa2 49.8</p>

Scenario	What to do
<p>Parent/guardian provides an AIR Statement (which shows the child is 'not up to date' but advises the child has had all their scheduled vaccinations. i.e. the AIR Statement is incorrect.</p>	<p>Do not enrol this child until an updated AIR Immunisation History Statement is provided.</p> <p>Advise the parent/guardian to get their child's AIR records updated by their child's GP or a child immunisation provider. If they will need to provide an updated copy of the AIR Immunisation History Statement. See Section 2.1.</p>
<p>Child is 'up to date' and commences kindergarten at age 3; child then turns 4 years old.</p>	<p>No action.</p>

3.2 Exempt children because of particular family circumstances and suggested supporting evidence

Exempt child

A child may be exempt because of particular family circumstances. This is any child who, at the time of enrolment, meets the description of a class of children prescribed in regulation 10AB of the *Public Health Regulations 2017*.

When to assess whether a child is exempt because of particular family circumstances

Persons in charge should use the Exemption Eligibility Form (family circumstance) (see [Section 7](#)) only in a situation where:

- * a child is enrolling into a long day care, family day care, pre-kindergarten or kindergarten program; and
- * the child's immunisation status is 'not up to date' according to their AIR Immunisation History Statement; and
- * the child is not following a 'catch up schedule prescribed by the *Public Health Regulations 2017*; and
- * the child does not have immunisation certificate issued or declared by the Chief Health Officer.

The table below provides examples of supporting evidence which a parent/guardian may wish to provide at enrolment in order to satisfy the person in charge of the child care service, community kindergarten or school that their child is an exempt child.

Exempt Child		

Exempt Child	Description	Suggested supporting evidence
	<p>Pensioner Concession Card is a concession card that provides cheaper health care, medicines and other discounts. It is issued under the <i>Social Security Act 1991</i> (Commonwealth) section 1061ZF.</p> <p>Veterans Affairs White Card entitles the holder to care and treatment for accepted injuries or conditions that are war caused or service related, and symptoms of unidentifiable conditions that arise within 15 years of service. It is issued under the <i>Veterans' Affairs Entitlements Act 1986</i>.</p> <p>Veterans Affairs Gold Card entitles the holder to funding for services for all clinically necessary health care needs, and all health conditions, whether they are related to war service or not. It is issued under the <i>Veterans' Affairs Entitlements Act 1986</i>.</p>	

4. Report under-vaccinated children

Under regulation 10C of the *Public Health Regulations 2017*, the Chief Health Officer may direct the relevant person in relation to a school including community kindergarten, or the persons in charge of a child care service to provide a report to the Chief Health Officer in respect of information given to that person about the immunisation status of children enrolled at the school, community kindergarten or child care service.

4.1 When to report

Child care services: are required to report any child who is enrolled with an immunisation status of 'not up to date', any time such a child enrolls in the child care service.

Non-government schools: are required to report any enrolled child with an immunisation status of 'not up to date' when requested to do so by the Chief Health Officer, and this will usually occur during Term 1 each year.

Public schools: are not required to report this information individually. The Department of Education will provide reports in relation to children enrolled in public schools, including community kindergartens, with an immunisation status of 'not up to date' when requested to do so by the Chief Health Officer, and this will usually occur during Term 1 each year.

At other times

The Chief Health Officer may request reports of the immunisation status of children enrolled in a child care service, community kindergarten or school at other specified times. For example, during the outbreak of a vaccine-preventable disease.

Penalty \$1,000: for any child care service, community kindergarten or school which does not provide this report when requested to do so.

Child care service and kindergarten program enrolments

It is particularly important that any child who is enrolled into a child care service or kindergarten program whose immunisation status is 'not up to date', is reported. This includes where:

- * the child has an immunisation certificate issued by the Chief Health Officer, stating that the child's immunisation status is considered 'up to date' but for a special circumstance the child is experiencing; or
- * the child has an immunisation certificate that is a document or class of documents declared by the Chief Health Officer to be an immunisation certificate; or
- * the child is following a catch up schedule for overdue vaccinations, as prescribed by the regulations; or
- * the child is exempt because of particular family circumstances.

4.2 How to report

When requested by the Chief Health Officer, the person in charge of the child care service or

4.3 Information to report

When reporting a child whose immunisation status is 'not up to date' or unknown, the following immunisation-related information is required:

Information	Additional info	Required
Child care or school details		
7 711.9511 Tm[(R)36 (equir)22 (ed)]TJETEMC /Span 4L8ITf12 0 0 12 49.8quired		

Information	Additional info	Required
Child's immunisation status		
Immunisation status: * 'Not up to date,' according to AIR Statement * Unknown.		Yes
Date AIR Statement sighted by staff		Yes
If child was enrolled into child care, pre-kindergarten or kindergarten but is 'not up to date', what exemption criteria did the child meet?	<ul style="list-style-type: none"> * Aboriginal or TSI * In care of Deptment of Communities * Living in crisis or emergency accommodation 	

6. WA Childhood Immunisation Schedule

The immunisation enrolment requirements are based on the recommended vaccines under the National Immunisation Program (NIP). The [WA Childhood Immunisation Schedule](#) (see table below) lists all these NIP funded vaccines and the ages they are recommended to be given, from birth to 4 years. All vaccines are provided for free by the Commonwealth.

Additional vaccines (*) are provided that are not required vaccines in order to have an immunisation status that is 'up to date'.

As part of good practice, early education services should routinely follow up with the parents/guardians of children who have not provided an updated immunisation form after each immunisation age milestone.

Age	Disease	Vaccine
Birth	Hepatitis B	*H-B-Vax II Paed or Engerix-B Paed
6 to 8 weeks	Diphtheria, tetanus, pertussis (whooping cough), hepatitis B, poliomyelitis, haemophilus influenzae type b Pneumococcal Rotavirus	Infanrix Hexa Prevenar 13 *Rotarix
6 weeks to < 5 years Aboriginal children	Meningococcal A, C, W, Y	*Nimenrix
4 months	Diphtheria, tetanus, pertussis (whooping cough), hepatitis B, poliomyelitis, haemophilus influenzae type b Pneumococcal Rotavirus	Infanrix Hexa Prevenar 13 *Rotarix
4 months Aboriginal children	Meningococcal A, C, W, Y	*Nimenrix
6 months	Diphtheria, tetanus, pertussis (whooping cough), hepatitis B, poliomyelitis, haemophilus influenzae type b	Infanrix Hexa
6 months Aboriginal and/or medically at risk children	Pneumococcal	* Prevenar 13
6 months to < 5 years	Influenza	*FluQuadri, FluQuadri Junior, or Fluarix Tetra

Age	Disease	Vaccine
12 months Aboriginal children Pre-term or low b3 0 1 40ine		

7. Resources

In addition to these Guidelines a number of resources are available to support early education services and parents to understand the immunisation requirements for enrolment, and to answer general questions about immunisation.

Starting child care, pre-kindergarten or kindergarten

The starting child care, pre-kindergarten or kindergarten parent fact sheet has been developed to help parents/guardians understand the immunisation requirements for enrolment in child care services, pre-kindergarten and kindergarten.

8. Template – Parent enrolment letter

This template can be used by your service when contacting the parents/guardian in relation to immunisation requirements for enrolment into child care services, pre-kindergarten and kindergarten (refer [Section 3](#)). This letter may be used in its entirety or adapted to suit your individual service needs.

[Insert name of early childhood education and care service]

[Insert date]

Dear [insert parent/guardian name]

Re: Child Care Enrolment [insert relevant y crG

9. Useful contacts

WA Health

WA Public Health Units

The public health units focus on preventing disease, illness and injury, and promoting health and well-being at a population or whole of community level across Western Australia. Contact your local public health unit for information about local immunisation providers or clinics.

For contact details of the public health units, visit www.healthywa.wa.gov.au/publichealthunits

WA Health 0 5es4ID 1tion

WA Health provides comprehensive information about immunisation for babies, children adolescents and adults.

www.healthywa.wa.gov.au/immunisation

WA Health 0 5es4ID 1tion, Surveillance and Disease Control Program

For clarification on the immunisation requirements for enrolment legislation.

Phone: 9222 2486

Email: immunisation@health.wa.gov.au

N1tional 5es4ID 1tion Program Schedule, WA

Schedule of the recommended vaccines for certain age points.

www.healthywa.wa.gov.au/Articles/A_E/Childhood-immunisation-schedule

Perth Children 2s Hospital 0 5es4ID 1tion Service

A comprehensive immunisation service available to all children and their families attending Perth Children 2s Hospital (PCH). The service is comprised of specialist paediatricians and senior immunisation nurse specialists. It provides an opportunity for children and families to get routine vaccinations, advice and education regarding current immunisation recommendations and to meet the vaccination needs of medically at-risk children.

www.pch.health.wa.gov.au

Central 5es4ID 1tion Clinic, West Perth

Provides a free immunisation service for children, and can provide immunisation advice over the phone or email.

Phone: 9321 1312

Email: centimm@health.wa.gov.au

Australian Government

Australian Immunisation Register (AIR)

General enquiries: 1800 653 809

www.humanservices.gov.au/individuals/services/medicare/australian-immunisation-register

Medicare service centres

findus.humanservices.gov.au

Immunisation

Comprehensive guide on immunisation for health professionals and parents.

www.health.gov.au/health-topics/immunisation

'Get the Facts' immunisation campaign

For parents, topics include the National Immunisation Program, how to check a person's immunisation status, timing of vaccines, and vaccine safety.

campaigns.health.gov.au/immunisationfacts

Questions about vaccination

www.health.gov.au/sites/default/files/questions-about-vaccination.pdf

Produced by the Communicable Disease Control Directorate
© Department of Health 2019

Copyright to this material is vested in the State of Western Australia unless otherwise indicated. Apart from any fair dealing for the purposes of private study, research, criticism or review, as permitted under the provisions of the Copyright Act 1968