



IMPROVING THE VACCINATION EXPERIENCE:

Checklist for school staff

The **CARD system (Comfort, Ask, Relax, Distract)** was developed to reduce stress during vaccination. It provides four categories of science-based activities that teachers and students can **play to have a better vaccination experience**. See the checklist below for things you can do to improve the vaccination experience.

You can also review [Improving the vaccination experience: A guide for school staff](#) to learn how you and your students can use CARD to improve the vaccination experience. To learn more about CARD, go to [CardSystem.ca](#).

PREPARING FOR VACCINATION DAY

- Review CARD material and ways to integrate information into school vaccinations. To find more resources and watch videos visit [CardSystem.ca](#).
- Assist with dissemination of information about CARD to students, families and staff.
- Attend student education sessions by the nurse (as applicable) and reinforce messages about CARD and coping/self-regulation.
- Provide reminders of upcoming vaccination day to students, families and staff. This ensures everyone is prepared, including wearing appropriate attire and planning coping strategies.
- Work with students and the nurse to identify and make plans to accommodate student requests (e.g., privacy, support person) from the CARD system.
- Practice the CARD system with students to help them cope during vaccination. Model respect for individual choices for coping.
- Plan fun activities for vaccination day such as pizza lunch and movies. Minimize stressful events such as tests or field trips.



VACCINATION DAY CLINIC SET-UP

- Select vaccination spaces that have enough room to maintain physical separation of students, allow space for equipment and supplies, are esthetically pleasing and are free of hazards.
- Ensure there is a space or a process that allows for privacy, such as a separate room with a door, that is close to or within the main clinic space. Many students prefer to be vaccinated in private, out of view of peers.



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- Set up three separate areas: one for waiting, one for vaccination and one for post-vaccination. This minimizes interactions between students and fear contagion (spreading of fear to others). Have chairs available for students to sit on to maintain comfort and prevent adverse reactions, such as fainting.
- Have cots or gym mats available for students to lie down on during vaccination.
- Arrange the clinic tables so that students are far apart. Arrange the seating so that students do not face each other or the equipment. Obscure frightening equipment by, for example, using a towel or table-top poster.
- Place paper on the windows in the doors to the vaccination area to ensure students are not able to see in.
- Ensure safety measures are in place to prevent transmission of infectious diseases (e.g., sanitization items).
- Have a setup that allows for the ability to accommodate a support person (such as a peer or trusted adult) and have seating available for them.
- Have control over the room temperature.
- Have food and drinks available for students.
- Put up CARD posters to assist with coping.
- Provide distraction items for students in all clinic areas – waiting area, during vaccination and post-vaccination. Examples include fidget toys and electronic devices such as school tablet computers.
- Have items such as volleyballs available for students to [squeeze between their knees](#) to try to prevent fainting
- Work with the nurse to determine a process for examining students that feel unwell after they return to class.



VACCINATION DAY PROCESS

- Foster a calm environment and be positive and supportive.
- Review CARD and answer any questions that students have.
- Work with the nurse to organize the order of vaccination. Students that are most fearful, for example, should go first.
- Send students for vaccination in small groups.
- Provide distraction items for students that do not have their own but would like to be distracted (in keeping with infection control and prevention guidelines).
- Congratulate students as they return from getting their vaccination.

