

School vaccination checks planning tool



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Declaration of interests

None declared.

Methods

Building on the existing WHO resource "School vaccination readiness assessment tool (2013)", this planning tool was developed by incorporating lessons learned from country experiences documented in three case studies developed by WHO on school vaccination checks (Thailand, Jamaica, and China) (<https://www.who.int/teams/immunization-vaccines-and-biologicals/essential-programme-on-immunization/integration/school-vaccination>) and 8 participating countries in a global stakeholder consultation on this topic in Nov 2019 in Kuala Lumpur, Malaysia (<https://www.who.int/publications/m/item/global-consultation-on-implementing-vaccination-checks-at-school>). These were complemented with findings from a systematic review of school vaccination checks in low-and-middle income countries (publication forthcoming) and preliminary findings from an ongoing systematic review on the impact of this strategy in high-income settings.

Background

Checking vaccination status of children at daycare, pre-school, primary or secondary school (henceforth, schools) is a strategy to identify unvaccinated or under-immunized children and facilitate opportunities for them to receive missed vaccine doses. The strategy also has the potential to increase retention of home-based vaccination records (HBRs) and promote improved immunization data management. Provision of missed vaccine doses at school, either alone or as part of a routine school-based immunization programme, is recommended to complement school vaccination checks. Missed vaccine doses can also be delivered through a health facility referral system, with active follow-up in place. Implementing both checking of vaccination status at schools and increasing access to vaccines for children who have missed them is hereinafter referred to collectively as **school vaccination checks**. This strategy has the potential to increase the coverage of routine vaccines and reduce vaccine-preventable disease (VPD) burden in school-aged children (Figure 1).

As of 2023, two thirds of WHO Member States (126, 65%) reported having in place a routine practice of checking vaccination status at daycare, pre-school, or primary school entry.¹

Figure 1. Theory of change of school vaccination checks

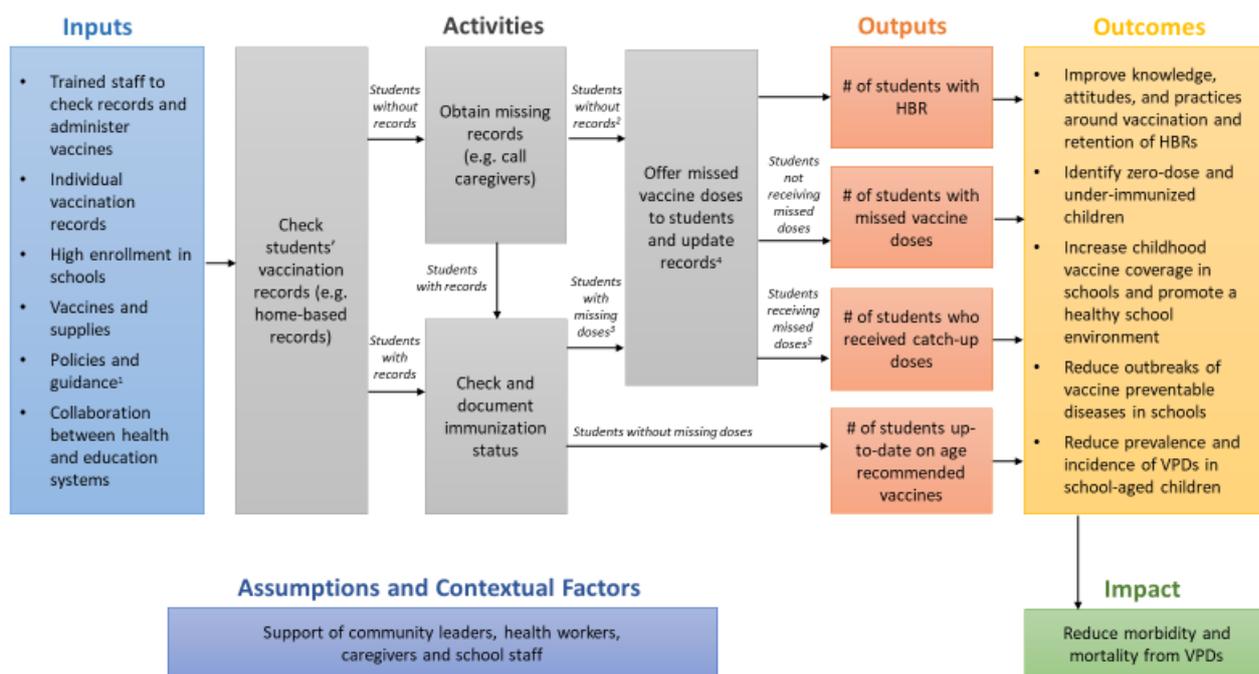


Figure 1 footnotes

1. Policies and guidance such as catch-up vaccination schedule, school vaccination check mandate or policy, operating procedures for checking vaccination status
2. Students without records (that cannot be obtained via HBR and/or facility records) are assumed not to be vaccinated
3. Missing doses that students are still eligible to receive per catch-up schedule
4. If students are referred to health centers to receive their missed doses, follow up of referrals is needed
5. Students may need more than one vaccination visit to be caught up

¹ WHO/UNICEF Joint Reporting Form on Immunization (JRF), 2023. Data available at: <https://immunizationdata.who.int/global/wiise-detail-page/school-vaccination>

Key Definitions

Catch-up vaccination: the action of vaccinating an individual who, for whatever reason, is missing or has not received doses of vaccines for which they are eligible, as per the national immunization schedule²

School-based immunization: delivery of one or more routine vaccines in the school setting. Supplementary immunization activities (SIAs) or outbreak response vaccinations that take place at a school are not considered part of *routine* school-based vaccination activities.

School vaccination checks: checking school-age children's written vaccination history to determine if they are missing recommended vaccines and providing and facilitating an opportunity for missed vaccine doses to be received.

School vaccination requirements/mandates: proof of vaccination is required for entry into formal childcare or school. This may be for certain vaccines only (e.g., measles, polio, etc.). Specific exemptions may be permitted.

² World Health Organization. Catch-up vaccination [website]. Geneva: World Health Organization (<https://www.who.int/teams/immunization-vaccines-and-biologicals/essential-programme-on-immunization/implementation/catch-up-vaccination>, accessed 27 September 2024).

Introduction to the school vaccination checks planning tool

Implementing vaccination checks at school requires careful planning, collaboration between the Ministries of Health and Education and other key stakeholders, and adequate data management systems in place for success. To assess the capacity of the education and health systems to support implementation of school vaccination checks, and to strengthen the application, monitoring and evaluation of these programmes, WHO has developed this planning tool.

For contexts with no or limited experience implementing school vaccination checks

This planning tool can be used to assess the capacity of the education and health systems to support implementation of school vaccination checks, to improve the overall readiness of these systems to conduct such a programme, and create a plan for implementation, monitoring and evaluation.

For contexts with some experience implementing school vaccination checks

This tool can also be used to reinforce the coordination of the education and health systems to implement school vaccination checks, to review the current implementation and performance of school vaccination checks, and to revise and/or develop plans for implementation, monitoring and evaluation to strengthen a school vaccination check programme.

Target audience and directions for use

Target audience

A team of persons from both health and education sectors (e.g. Ministry of Education, school health, immunization programmes) in the positions of designing, planning, implementing, or evaluating school vaccination screening activities should jointly complete the planning tool, and together take action on the findings. The tool is intended for use at the **national level**, but can be adapted for use at the **sub-national level**. **This tool is not designed nor well-suited to be conducted at the level of implementation (e.g., health facility, school-level).**

Timing and Frequency

The tool is designed to be used in the early stages of planning, at least 6-12 months before the intended large-scale introduction of a school vaccination check programme. This planning exercise can be used to directly inform a small-scale pilot, from which lessons learned can be added to the planning for broader implementation. The tool can be revisited as needed to reassess the capacity to expand or improve planning and implementation processes.

Structure of planning tool

The school vaccination checks planning tool contains two parts (modules) which can be used independently of one another, or together. Below is a brief description of each module.

Module 1: School vaccination checks readiness checklist

In 2013, the World Health Organization (WHO) created the *School vaccination readiness assessment tool* to help countries assess the capacity of their school and health systems to support a national school immunization programme.³ Many components of that tool are also applicable to school vaccination checks, which can be implemented with or without a school-based immunization programme.

The first module of this school vaccination checks planning tool is a checklist to assess readiness to support a school vaccination check programme, with items modified from the WHO School Vaccination Readiness Assessment Tool, along with newly created items specific to vaccination checks.

Module 1 covers four parts:

- (1) Overall Readiness,**
- (2) School Readiness,**
- (3) Implementation Readiness, and**
- (4) Monitoring and Evaluation Readiness.**

Items in Parts 3 and 4 are further expanded upon in Module 2 (see below).

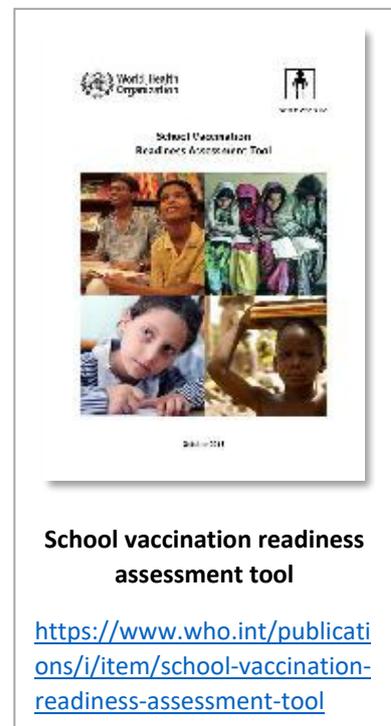
Programmes seeking to implement school vaccination screening with a school-based immunization programme can also refer to the WHO assessment tool for more detailed considerations for school-based immunization programmes.

Module 2: School vaccination checks implementation, monitoring, and evaluation planning tool

There is no one right way to conduct school vaccination checks and country context should be considered when planning for this strategy.⁴ This module contains key questions that can guide decision-making on how to implement school vaccination checks based on contextual factors. These questions are intended to guide planning discussions, the outcomes of which can be used to develop implementation guidance on school vaccination checks (such as operating procedures) as well as to design monitoring and evaluation of the strategy.

Module 2 contains four sections:

- (1) Vaccine checks**
- (2) Delivering vaccines**
- (3) Communication, mobilization, and training**
- (4) Monitoring and evaluation.**



³ School vaccination readiness assessment tool. Geneva: World Health Organization; 2013 (<https://iris.who.int/handle/10665/90566>, accessed 27 September 2024).

⁴ Global consultation on implementing vaccination checks at school. Geneva: World Health Organization; 2019 (<https://www.who.int/publications/m/item/global-consultation-on-implementing-vaccination-checks-at-school>, accessed 27 September 2024).

Module 1: School vaccination checks readiness checklist

Contents:

- School vaccination checks readiness checklist

Instructions

- Before beginning the readiness checklist, gather policy documents and any previous programme reports or evaluations related to vaccination, school enrollment, or school health programmes, as well as data on population estimates for specific age groups and attendance at the level of school that is of interest (e.g. attendance rates for primary school and/or secondary school). Ensure the data are the most recent available.
- As a team, carefully read the Checklist and Questions to ask for each item. Team members should review relevant documents and available data and discuss as a group to determine the most appropriate box to check for availability of each item:
 - **Fully available** - currently ready to support implementation of school vaccination checks
 - **Partially available** - currently available but are incomplete, or have not yet been circulated or implemented, and may need further enhancement
 - **Items being developed** - not yet available but are currently in progress and expected to be available in the near future
 - **Items not available** - indicate current gaps that may limit or delay implementation of school vaccination checks
- This checklist is not designed to provide a score, but rather to generate discussion and extract the strengths and challenges of the health and education system preparedness for conducting school vaccination checks. Each item that is not yet fully available should be discussed by the team to determine if these items are necessary precursors for implementation, and if so, what steps will be taken to develop or enhance the items to become fully available. Decisions arising from these discussions should be recorded in a separate document.
- Examples are provided below for the first few items as guidance for direction of discussion. Questions should be adjusted as needed to fit the context:

National policy in support of school vaccination - Has your country established a national policy approved by the Ministry of Health and Ministry of Education in support of school vaccination checks and has it been distributed to all schools?

1. **Fully available** = Yes.
2. **Partially available** = There is a national policy in support of school vaccination checks, but it is incomplete or has not been distributed to all schools.
3. **Items being developed** = No, but a national policy in support of school vaccination checks is being developed.
4. **Items not available** = No and no plans are yet in place to develop a national policy in support of school vaccination checks.

Formal agreement between the Ministries of Health and Education - Have the Ministries of Health and Education established a formal (written) agreement or memorandum of understanding that provides staff appointed by each ministry with specific roles and responsibilities, sufficient authority, and regular opportunities for collaboration to support school vaccination checks?

1. **Fully available** = Yes.
2. **Partially available** = An agreement is in place, but staff are not appointed; or staff are appointed, but no agreement exists; or staff who are appointed lack sufficient authority or regular opportunities for collaboration to sufficiently support school vaccination checks.
3. **Items being developed** = No, but a written agreement or memorandum of understanding between the ministries of health and of education will be established and staff of both ministries will be appointed as responsible for the school vaccination checks programme.
4. **Items not available** = No and no plans are yet in place to establish a formal agreement.

Policy or guidance about a vaccination catch-up schedule - Has your country established a national catch-up vaccination schedule and health worker guidance, and has this been shared with health care workers?

1. **Fully available** = Yes, a catch-up schedule and health worker guidance is available, is fully integrated in the routine immunization system and has been shared with health workers.
2. **Partially available** = A catch-up schedule and guidance is available, but has not yet been fully implemented, or has not yet been widely shared with health workers.
3. **Items being developed** = A catch-up schedule is available, but no health worker guidance has been developed yet, although plans for this are underway.
4. **Items not available** = No catch-up schedule has yet been developed.

Population estimates by age - Has your country conducted a census or national survey during the past 5 years that describes the number of school-aged children (ages where vaccination checks are being considered) nationwide, by age?

1. **Fully available** = Yes.
2. **Partially available** = Census data/population estimates are available, but have not been collected for more than 5 years, or do not cover the entire country, or do not accurately describe the number of school-aged children appropriately disaggregated by age.
3. **Items being developed** = No, but a census or national survey will be undertaken in the next 5 years that will provide this data.
4. **Items not available** = No, and no plans are in place to conduct a census or national survey that would provide this data.

School vaccination checks readiness checklist

*Adapted from [WHO school vaccination readiness assessment tool](#)

Part 1: Overall readiness		Fully available	Partially available	Being Developed	Not Available
National (or subnational) policy in support of school vaccination checks	Has your country established a national policy approved by the Ministry of Health and Ministry of Education in support of school vaccination checks and has it been distributed to all schools?				
Formal agreement between the Ministries of Health and Education that defines roles and responsibilities of each sector for school vaccination checks	Have the Ministries of Health and Education established a formal (written) agreement or memorandum of understanding that provides staff appointed by each ministry with specific roles and responsibilities, sufficient authority, and regular opportunities for collaboration to support school vaccination checks?				
Financing for school vaccination checks	Have regular sources of funding been established within the Ministries of Health and Education to support school vaccination checks?				
History of vaccine introduction in the country, including year of introduction and age groups targeted	Are the years of vaccine introduction in your country and targeted age groups (by birth dates) from the last 10-18 years documented to identify which vaccines were available for each age cohort to have received?				
Policy and guidance about a vaccination catch-up schedule⁵	Has your country established a national catch-up vaccination schedule and health worker guidance, and has this been shared with health care workers?				
Age eligible catch-up vaccinations	Is the catch-up policy and vaccination schedule clear about which vaccines children at the age of school entry are still eligible to receive (if missed earlier)?				
Readily available individual vaccine records, such as home-based records or electronic registry	Are individual vaccine records readily available and updated, either through high retention and maintenance of home-based records or a reliable electronic registry?				

⁵ Leave no one behind: guidance for planning and implementing catch-up vaccination. Geneva: World Health Organization; 2021 (<https://iris.who.int/handle/10665/340749>, accessed 27 September 2024).

Population estimates by age for the range of ages attending different levels of school – most current year available	Has your country conducted a census or national survey during the past 5 years that describes the number of school-aged children nationwide, disaggregated by age?				
Enrollment data⁶ - proportion of each age cohort enrolled in school, by sex	Does your country have information on the proportion of students by grade, age, and sex of each cohort currently enrolled in school?				
Attendance data - proportion of each age cohort who regularly attends school, by sex and grade	Does your country have information on the proportion of students by grade, age, and sex of each cohort who regularly attend school?				
Information on the official calendar for the school year – note any variation by geographical area or school type	Does your country have detailed information on the official school year calendars (and how they might be affected by seasonal activities and the weather) in public and private schools including starting and ending dates, school holidays, and exam periods or other days that would not be appropriate for conducting school vaccination checks?				
Information on caregivers, health and education staff attitudes toward school vaccination checks	Is there evidence/indication of support from caregivers, health workers, and local school officials (e.g. headmasters, principals, administrators) nationwide towards school vaccination checks and/or school vaccination?				
Part 2: School readiness		Fully available	Partially available	Being Developed	Not Available
Compulsory education policy and/or high enrollment in schools	Has your country established a compulsory education policy for both primary and secondary education and/or have high enrollment rates in schools?				
Policies or guidance on school health that include vaccination	Are there school health policies or guidance that <i>[require or recommend]</i> (<i>*adjust for your setting</i>) vaccinations for all students?				
Information on location of all schools by level (e.g. early learning/daycare through secondary)	Does your country have detailed information on the location of all schools for each level of education (e.g. daycare, primary, secondary)?				

⁶ United Nations Educational, Scientific and Cultural Organization (UNESCO) Institute for Statistics (UIS) [website] (<http://data.uis.unesco.org/>, accessed 27 September 2024).

Name-based enrollment records for each school	Do all schools in your country maintain enrollment records by student name?				
Student health records in all schools	Do all the schools in your country keep copies of student health records for all students?				
Part 3: Implementation readiness		Fully available	Partially available	Being Developed	Not Available
Vaccines and associated supplies	Does your country have a sufficient supply of vaccines and associated supplies (e.g. syringes, tally sheets, etc.) available to provide all eligible students requiring catch-up dose(s) in a timely manner?				
Communication and educational materials for schools, communities, and caregivers and social mobilization plan	Has your country developed or adapted communication or educational materials about school vaccination checks for different target audiences (e.g., schools, communities, and caregivers) and a plan for distributing those materials nationwide?				
Training programme for health facility staff who will conduct screening and administer vaccinations	Does your country have a training programme for health facility staff on how to conduct vaccine checks (and administer school vaccination, if applicable), and are there plans for making the training programme available before implementation?				
Training programme for school staff who will support and help with screening and vaccination	Does your country have a training programme for local school staff (and volunteers, if applicable) on how to support and help with school vaccine checks, and are there plans for making the training programme available before implementation?				
Job aids (or equivalent, such as standard operating procedures) for those implementing screening and vaccination	Does your country have job aids or other written guidance such as standard operating procedures designed for all cadres of staff or volunteers responsible implementing school vaccine checks (and administering vaccines, if applicable)?				
Part 4: Monitoring & evaluation Readiness		Fully available	Partially available	Being Developed	Not Available
Data sharing between school and health systems	Is there a mechanism in place for sharing of student vaccination records between the school and the immunization programme information systems?				

Plan for routine monitoring of school vaccination checks from local to national level	Does your country have a plan to routinely monitor school vaccination checks from the local to national level of implementation, with defined key processes and outputs to be monitored?				
Plan for overall evaluation of the school vaccination checks, including frequency and scope	Does your country have a plan for the overall evaluation of the school vaccination check programme and its impact, which includes the frequency and scope of the evaluation?				
Information system to routinely capture key monitoring data, including recording and reporting tools for each level at which this will be done	Does your country have information systems in place for capturing key monitoring data, including recording and reporting tools for each level of monitoring (e.g. local, subnational, national)?				

Module 2: School vaccination checks implementation, monitoring, and evaluation planning tool

Contents:

- Section 1: Vaccine checks
- Section 2: Vaccinations
- Section 3: Mobilization, communication, and training
- Section 4: Monitoring and evaluation

Instructions:

- Before embarking on use of this planning tool, the team should gather policy documents and any previous programme reports or evaluations related to vaccination, school enrollment, or school health programmes, as well as data on population estimates for all age groups and attendance at the level(s) of school of interest (e.g. daycare/preschool, primary school, secondary school, etc.). Ensure the data are the most recent available.
- Sections should be completed in order. With your team, read and discuss each question together. Decisions arising from these discussions can be recorded in the spaces provided (text boxes or tables) or in a separate document. Text in italics should be replaced with your responses.
- The questions in the planning tool are designed to launch the discussions and provide important points for consideration when planning how school vaccination checks will be implemented in your context. Any questions that cannot be answered at the time of the assessment should be noted and assigned to a designated person for follow up.

Part 1: Vaccine checks

1. To determine which level(s) of education is well-suited for school vaccination checks, consider the availability of the following policies for each level of education and check the box if this policy is available. If the policy applies to only a certain age group within the level of school, note the specific age group in your response.

Important note: not all levels of education will have all the policies listed – that is acceptable, and school vaccination checks can still be implemented. Nonetheless, it can be helpful to fully understand existing policy context before doing so.

	Early childhood education (e.g., daycare, preschool)	Primary education	Secondary education	Tertiary education (e.g. university, college)
Compulsory education				
Policies on mandatory vaccinations to attend school (<i>if applicable</i>)				
Supportive policies for school vaccination checks (<i>e.g., catch-up vaccination policies, policies related to other school health initiatives</i>)				

Based on considerations above, at what level(s) of education should school vaccination checks occur? Check all that apply.

- Early childhood education
- Primary
- Secondary
- Tertiary

2. **What grade levels will have their vaccination status checked and what vaccines will be checked for this population?** Consider the age range of students in grade levels and refer to the national immunization schedule to confirm which vaccines should be received based on the age of the target population.

Vaccine	Grade levels	Age ranges
<i>List vaccines here</i> <i>e.g. MR, Penta, etc.</i>	<i>List grade levels here</i> <i>e.g. Early childhood education (day care)</i>	<i>List corresponding age or age ranges here</i> <i>3 yr</i>

<i>e.g. Td</i>		<i>4–7 yr; 10–14 yr</i>
<i>e.g. HPV</i>		<i>10–14 yr</i>

3. **Based on the national catch-up policy/guidance, which missed vaccines can be offered to the grades targeted for school vaccination checks?**

Vaccine doses:	Offered as catch-up?	Minimum and maximum ages for catch-up doses:
<i>List vaccine doses here, one per row</i>	<i>Y/N</i>	<i>List ages here</i>

4. **When will school vaccination checks occur during the school year?** Take into consideration integration with other school health services.

e.g., once at enrollment, or along with school-based immunization delivery later in the term, etc.

5. **How will students who are missed during school vaccination checks (e.g. students who are absent during school vaccination checks or enroll after the checks have been completed) be managed?**

Note a plan for incorporating these student records

6. **What vaccination records will be accepted during school vaccination checks?** Take into consideration availability of individual records of vaccination (paper or electronic), facility-based immunization registers and parental- or self- report.

Specify which records will be accepted

7. **What will be the roles of school and health staff in checking of vaccination status at school?** Consider the following roles that may need to be assigned: identifying and gathering students for checking, checking students' vaccination records, recording completion of checks

Health staff	School staff
<i>List roles here</i>	<i>List roles here</i>

8. **If students do not provide a written record of vaccination for review, what steps will be taken to obtain missing records? What will be done if no written record of vaccination can be identified (including a circumstance where the guardians are unwilling to share it)?**

e.g., call caregivers, check health facility records, deem child unvaccinated

Part 2: Vaccinations

1. **What will be the follow up steps for children who are identified with missing vaccine doses? Will there be any consequences for children that are missing doses but unable or unwilling to receive missing doses? Take into consideration any vaccination requirements for school entry (if none, it is ok – checking can be done without these)**

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2. **To determine if missing vaccines can be delivered at school, consider the availability of the following resources in schools and check the appropriate box for each :**

	Yes	No	Unsure
Existing school-based vaccination programme			
Any particular types of schools that may be opposed to vaccination on their premises			
School staff available to help coordinate the children			
Staff to administer vaccines			
Clean water source			
Ability to transport and store vaccines and supplies at the school			
Appropriate mechanism for waste disposal (onsite & offsite)			
A clear and documented process for informed parental/guardian consent (as required and per country laws/policies) ⁷			

⁷ WHO has developed a guidance note outlining the considerations for the consent process when implementing school based vaccination programmes for children and adolescents. Please see Considerations regarding consent in vaccinating children and adolescents between 6 and 17 years old. Geneva: World Health Organization; 2014 (<https://iris.who.int/handle/10665/259418>, accessed 27 September 2024)

3. **Are there any existing policies that either support, or present a roadblock to provision of vaccines on school premises? If so, describe here:**

Based on considerations above, is it feasible to provide missed vaccine doses (catch-up doses) at schools during or shortly after vaccination checks?

Yes, continue to no. 5

No, continue to no. 4

4. **If school-based vaccination is not feasible, where will children who need missing vaccine doses be offered these?** Take into consideration distance of facilities from schools/areas of residence.

e.g., referral to health center

5. **How will receipt of missing vaccine doses be documented, for the individual and at the health facility?** Take into consideration children who may require more than one vaccine visit or children who decline to be vaccinated.

e.g., at the health center, from the school nurse during routine visits to the school clinics, individual HBR, electronic registry, etc.

6. **Will the school maintain a record of each child's vaccination status? If yes, how will these be kept, for how long and who will be responsible for maintaining these records?**

Part 3: Mobilization, communication, and training

- 1. Who are the stakeholders to engage during planning and implementation of school vaccination checks?** In addition to healthcare workers, school staff, and caregivers, consider other government organizations, nongovernment organizations, and community leaders that could play a role in social mobilization.

Note: A social mobilization and communication plan should be developed to assess stakeholders' information needs, create targeted messages, and plan for dissemination of messages. This module focuses on three key stakeholders (health workers, school staff, and caregivers) but these questions could also be considered for other stakeholders.

- 2. What key messages should be communicated to caregivers and community members to prepare them for school vaccination checks?** In addition to communicating which grade levels will be checked, when checks will occur, and what vaccination records will be needed, consider what other messages are important to convey.

e.g., messages around vaccine-preventable diseases, any new vaccine-related policies at schools, and delivery of missing vaccine doses

- 3. How and when will information about school vaccination checks be disseminated to caregivers and community members?**

Key message	Target audience	How message will be disseminated	When message will be disseminated
<i>List key messages identified (e.g. vaccine records will need to be provided during school enrollment)</i>	<i>e.g. caregivers</i>	<i>e.g. notice in mail</i>	<i>e.g. 4 weeks before enrollment deadline</i>

- 4. What communication or educational materials need to be developed to inform caregivers and community members about school vaccination checks?**

5. What pieces of key information do health workers and school staff need to implement school vaccination checks?

Healthcare workers	School staff
<i>e.g.</i> - roles and responsibilities -	<i>e.g.</i> - roles and responsibilities

6. What communication and training materials need to be prepared for healthcare workers and school staff implementing school vaccination checks? Consider materials for catch-up vaccinations and documentation of school vaccination checks.

e.g., standard operating procedures, job aids, etc.

7. What trainings on school vaccination checks will need to be provided? How and where will this occur? In addition to healthcare workers and school staff implementing school vaccination checks, consider if health and education staff at subnational levels or other stakeholders (e.g. community health workers, volunteers, etc.) will need training.

Training audience:	What level of the health system will training be done:	When training will occur:
<i>Healthcare workers</i>	<i>e.g. health facilities, districts, regional</i>	
<i>School staff</i>		
<i>Add others</i>		

Part 4: Monitoring and evaluation

1. What are the goals and objectives of implementing a school vaccination checks programme in your country?

2. **How will school vaccination checks achieve these objectives?** Create a logic model to depict how school vaccination checks will be implemented in your context and how the objectives of the school vaccination programme will be achieved.

A generic school screening checks logic model is provided below which can be modified and expanded to describe the inputs needed for school vaccination checks to occur, the activities of school vaccination checks, and the expected outputs, outcomes, and long-term impacts of implementing school vaccination checks.

BLANK LOGIC MODEL – PLEASE COMPLETE

Inputs	Activities	Outputs	Outcomes	Impacts
<i>Trained staff to check records and administer vaccines</i>	<i>Check students' vaccination records (e.g. home-based records)</i>	<i># of students with home-based records</i>	<i>Improve knowledge, attitudes, and practices around vaccinations and retention of home-based records</i>	<i>Reduce morbidity and mortality from VPDs</i>
<i>Individual vaccination records</i>	<i>Obtain missing records (e.g. call caregivers)</i>	<i># of students with missed vaccine doses</i>		
<i>High enrollment in schools</i>	<i>Check and document vaccination status</i>	<i># of students who received catch-up doses</i>	<i>Identify zero-dose or under-immunized children</i>	
<i>Vaccines and associated supplies</i>	<i>Offer missed vaccine doses to students and update records</i>	<i># of students up-to-date on age-recommended vaccines</i>	<i>Increase childhood vaccine coverage in schools and promote healthy school environment</i>	
<i>Policies and guidance</i>			<i>Reduce outbreaks of vaccine-preventable diseases (VPDs) in schools</i>	
<i>Collaboration between health and education systems</i>			<i>Reduce prevalence and incidence of VPDs in school-aged children</i>	

3. **What are the key monitoring and evaluation questions for school vaccination checks?** Refer to the activities, outputs, outcomes and impact sections of the logic model. Describe how school vaccination checks will be implemented as well as the expected short- and long-term effects of implementation.

Planning for outcome evaluations

4. **What outcomes will be measured through routine monitoring?** Figure 2 is a framework of suggested outcome indicators for school vaccination checks and depicts what routine monitoring data are needed for these indicators. Review Figure 2 and consider which indicators are needed for the monitoring and evaluation of the programme.

Figure 2. Framework of outcome indicators for routine monitoring of school vaccination checks

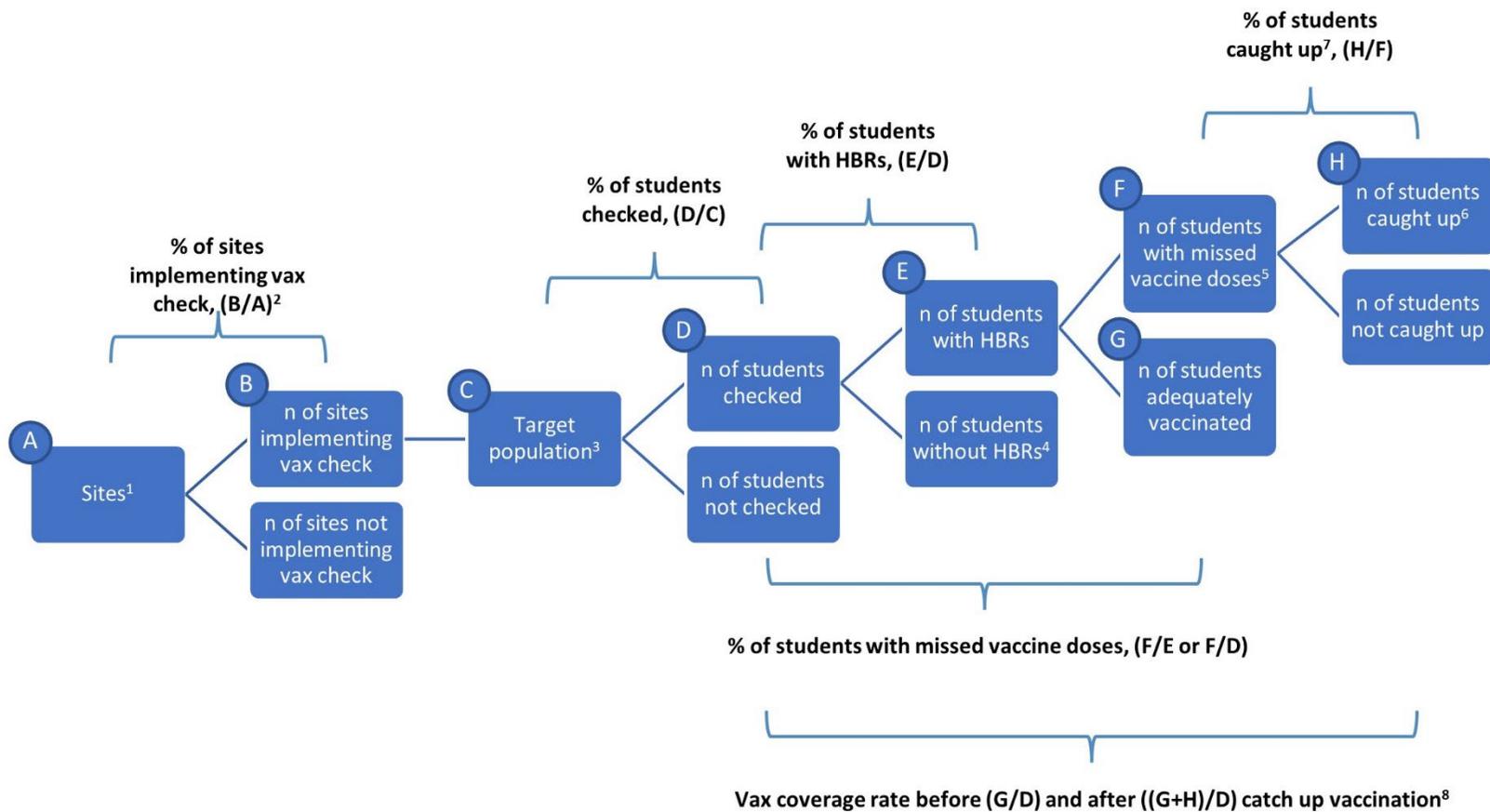


Figure 2. Explanatory notes

1. **Sites** (e.g. preschools, primary schools, secondary schools) where school vaccination checks should be implemented.
2. **Proportion of sites implementing vaccination checking** can be used to show the progress of programme implementation. (Mu et al. 2011)
3. Target population include number of students in school vaccination check sites
4. In some existing school vaccination check programmes, students not possessing HBRs are categorized as unvaccinated. This should be decided and defined in advance.
5. Students who missed one or more vaccine doses recommended for their age.
6. In some existing school vaccination check programmes, this includes students caught up with at least one missed dose, while in others, this total includes only students who were caught up with all required vaccine doses (full vaccination for age). This should be decided and defined in advance.
7. Proportion of students who were caught up with missed doses can be used to show the quality of vaccination checking programme. (Mu et al. 2011)
8. These indicators can be done by each vaccine or a bundle of all the required EPI vaccine (full vaccination).

Add selected indicators here

5. **What will be your performance targets for each outcome/output indicator and means of verification?** Create targets by setting quantifiable goals for each outcome or output including a date to achieve the goal. Determine how each one will be measured (means of verification), including the data source, method, and frequency of collection. Consider the feasibility and availability of resources for each means of verification.

Outcomes/Outputs	Target	Means of verification		
		Data source	Method of collection	Frequency of collection

6. **Who will be responsible for data collection, quality monitoring and cleaning, and analysis?**

Responsible entity	Type of data and responsibility
<i>List entities here</i>	<i>e.g. district level data collection, national level analysis, etc.</i>

7. **How will monitoring and evaluation findings be disseminated and used, and with what frequency?**

Next steps

1. Identify action items and timelines (see sample table below)

Action item	Responsible party	Timelines	Cost	Source of funding

2. Estimate funding requirements and identify sources of funding
3. Create SOPs and other materials
 - a. Option to separate SOPs for each area (e.g. implementation, training, M&E)
4. Continue to revisit tools and reassess periodically
5. Consider pilot or nationwide implementation of school screening?

References

1. World Health Organization. Catch-up vaccination [website]. Geneva: World Health Organization (<https://www.who.int/teams/immunization-vaccines-and-biologicals/essential-programme-on-immunization/implementation/catch-up-vaccination>, accessed 27 September 2024).
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7. Considerations regarding consent in vaccinating children and adolescents between 6 and 17 years old. Geneva: World Health Organization; 2014 (<https://iris.who.int/handle/10665/259418>, accessed 27 September 2024)

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