



ACCOMMODATION REQUEST

A parent/guardian who is requesting an exemption from the Vaccination Policy on the basis on a medical reason must provide the School with a letter supplied by a physician or registered nurse in the extended class that sets out a documented medical reason for not being fully vaccinated against COVID-19 and the effective time period for the medical reason. This letter must be provided to the School prior to June 1, 2022.

Process to Receive an Accommodation:

1. The parent/guardian of the student who seeks an accommodation, including an exemption, is required to complete a COVID-19 Vaccination Accommodation/Exemption Request Form.
2. The parent/guardian of the student must provide the completed Accommodation/Exemption Request Form to the School's Assistant Head of School, with supporting documentation.
3. The Assistant Head of School will consult with the Head of School and other appropriate school personnel to determine whether an accommodation, up to and including an exemption, will be granted based on the accommodation process set out below. If additional information is required from the student, the Assistant Head of School will follow up.
4. The Assistant Head of School will confirm receipt the Accommodation/Exemption Request Form. An original copy of the Form will be securely stored at the School.

The accommodation process is a shared responsibility. All parties should co-operatively engage in the process, share information and consider potential accommodation solutions. Parents/Guardians of students who are requesting an accommodation are required to:

- Make the accommodation needs known to the best of their ability, preferably in writing, in a timely manner;
- Answer reasonable questions or provide information about relevant restrictions or limitations, including information from health care professionals;
- Take part in discussions about possible accommodation solutions;
- Co-operate with any experts whose assistance is required to manage the accommodation process;
- Meet agreed-upon performance standards and requirements, once accommodation is provided; and
- Work with school administration on an ongoing basis to manage the accommodation process.

Depending on learning and teaching considerations, possible accommodations may include regular antigen testing and/or assignment to online learning.