

# How to upload your child's vaccination record

- 1) Access ESF App
- 2) Click the "VLE" icon under your child's name
- 3) Scroll down to the section "Covid-19 Vaccination Status"

ESF 英基 DASHBOARD

Xxxxx XXXX

VLE Timetable Teachers Absence Bus

**Daily Temperature Record**  
Tap to edit and enter °F or °C  
°F temperature will be automatically converted to °C  
No temperature recorded for 21/03/2022

**Covid-19 Health Declaration 2021 (Mar 2022)**  
can attend school on dates given by the school based on information you supplied on 18/03/2022 19:05:32  
To complete/update the Covid-19 Health Form click [here](#)

**COVID-19 Vaccination Status**  
To complete/update the COVID-19 Vaccination Status click [here](#)

- 4) Complete all fields and upload a copy of the vaccination record
- 5) Click the blue button "Submit" – The system will not allow you to submit unless you have already chosen the vaccination record in Step 4 above.

Use the form below to update vaccine record for

Set vaccine status for 1 vaccination

**Vaccine Number 1**

Type: Sinovac

Date: 21/02/2022

**Please press submit to confirm above details for**

**Submit**

The information submitted on this form is being collected in accordance with the ESF Personal Data Handling & Data Privacy Policy and its related Personal Information Collection Statements ('PICS'). A copy of the PICS can be found on the ESF web site (<https://www.esf.edu.hk/privacy/>)

Please upload a copy of the vaccination record, this can be a photo or pdf copy of the vaccination certificate or screen capture of the vaccination record in the LeaveHomeSafe App.