

How to upload your child's vaccination/recovery 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"

The screenshot shows the ESF Dashboard with a user profile 'Xxxxx XXXX'. Navigation options include VLE, Timetable, Teachers, Absence, and Bus. On the right, there are two sections: 'Covid-19 Health Declaration 2021 (Mar 2022)' and 'COVID-19 Vaccination Status'. Red boxes and arrows highlight the 'VLE' icon and the 'COVID-19 Vaccination Status' section, which contains a link to update the status.

- 4) Complete all fields and upload a copy of each vaccination / recovery record
 - A recovery record within 6 months from recovery will be treated as a vaccination record.
 - For recovery record, please choose "Other" under "Type" and choose the date of positive test result on the recovery record as the "Date".

The form shows 'Set vaccine status for' with a dropdown set to '2 vaccinations'. Below are two vaccine entries:

- Vaccine Number 1**: Type: Sinovac, Date: 12/03/2022
- Vaccine Number 2**: Type: Other, Date: 01/04/2022

A red box highlights an upload area with a plus sign and the text: '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.'

At the bottom, a red box highlights a 'Submit' button.