November 4, 2021

Dear School Superintendents,

With the approval of pediatric COVID vaccinations for children ages 5-11, the Berkshire County Boards of Health Association and the Berkshire Public Health Alliance, in partnership with Berkshire Health Systems, Community Association of Richmond and West Stockbridge, the City of Pittsfield Health Department, Fairview Hospital and the Southern Berkshire Public Health Collaborative will be offering pediatric COVID Vaccination Clinics to most elementary schools in Berkshire County. These clinics will be open to all children ages 5-11, and aside from a few Saturday clinics, will start as soon school lets out and run for 1-3 hours, depending on registration volume.

Please note that this schedule is contingent upon receiving sufficient vaccine from the state. At this time, we have been led to understand that vaccine will be available. However, until it has physically arrived in the county, we cannot guarantee that it will be available for the clinics.

Registration will be though the on-line COLOR registration system. The link to register for all Berkshire County clinics is: <https://home.color.com/vaccine/register/berkshire>. Registration should be available no later than Friday, November 5. We ask that you please make this link available to families as soon as possible and in as many ways as possible. All information about clinic schedules, eligibility, and registration will also be posted publicly on [www.GetVaccinatedBerkshires.org](http://www.GetVaccinatedBerkshires.org).

Families may register for any of the county clinics; they are not restricted to their child’s school clinic. Second shot clinics will be held three weeks after the first. Pre-registration is strongly encouraged, as there may not be enough vaccine at a given clinic for walk-ins.

All children must be accompanied by an adult to receive their vaccine. If they are not accompanied by their parent or legal guardian, the parent or guardian must have pre-registered and signed the consent on-line. On-site registration will not be permitted without a parent or guardian present.

BCBOHA/the Alliance will provide all clinical and support staff, as well as all needed supplies. We expect to arrange EMS coverage in the case of any reactions and will ask the town to provide traffic control if needed. We ask that the host school do the following:

* Confirm the date of your school’s clinic as soon as possible. In most cases this date has already been confirmed by school staff with the public health nurse who does your annual flu clinics. After registration goes live it will be impossible to change the schedule.
* If possible, have a few staff or other volunteers available to help amuse/watch the children during their 15-minute observation period. A TV with videos or arts & crafts materials might be helpful during this time.
* Publicize the clinic through letters home, all-calls, and on your website. Make sure the registration link is on your website. The link for all clinic registration is <https://home.color.com/vaccine/register/berkshire>.
* Provide the attached fact sheet when your send a letter home, to help answer parent questions about the pediatric vaccine. A template for a parent letter is attached for your convenience; you may edit or adapt it in any way you see fit or write your own if you prefer.
* Ensure that sufficient parking spaces are available for the clinic.
* Provide space in the gym, cafeteria or other large open area starting about 30 minutes prior to the end of the school day. Provide sufficient tables and chairs. Access to a copier may occasionally be needed, though not usually.
* Provide us with the password to use the school wifi. Wifi is necessary to run the registration program. If your school does not have good wifi please let us know ahead of time so we can bring hotspots.
* If possible, ensure that several laptops or tablets with Internet access are available for walk-in registration. We will be bringing some, but if walk-ins are heavy we may need additional tablets/laptops.
* If you believe you may have a need for Spanish-speaking translators, please let us know. Volunteers in Medicine (VIM) may be available to provide staff for clinics where that may be a need.

Thank you all for your help. We look forward to this last piece of the puzzle in getting back to a normal school experience for our children.

Please feel free to reach out to me at [lkittross@berkshireplanning.org](mailto:lkittross@berkshireplanning.org) with any questions or concerns.

Sincerely,

Laura Kittross

Director, BCBOHA

Director, Berkshire Public Health Alliance

Public Health Program Manager, Berkshire Regional Planning Commission