

## Updated Vaccination Guidance for NYCDOE schools Fall 2021

September 14, 2021

This letter describes the health and safety requirements for the 2021-22 school year.

Effective September 27, 2021, **all student teachers, field work students, and field supervisors** entering New York City Dept. of Education (NYCDOE) school buildings will be required to demonstrate proof of vaccination following the process outlined below.

NYCDOE will **not** be providing religious or medical exemptions or accommodations to student teachers, field work students, or field supervisors; they will not be permitted to enter DOE school buildings without the first vaccine dose by **September 27 2021**.

Between 9/13/21 and 9/27/21: Any **student teacher, field work student, or field supervisor** who has not provided proof that they have received at least one dose of the COVID-19 vaccine must submit a weekly negative COVID-19 PCR test (rapid or non-rapid) by the end of each week (9/19 and 9/26) through the [NYCDOE Vaccination Portal](https://vaccine.schools.nyc/).  
<https://vaccine.schools.nyc/>

### Proof of Vaccination Process:

- Visit the [NYCDOE COVID-19 Vaccination Portal](https://vaccine.schools.nyc/) <https://vaccine.schools.nyc/>
- Click “Report as Guest”
- Select “Visitor” from the drop-down menu
- Enter your First Name, Last Name, and Email Address
- Using the Location drop-down menu, select the location of the school site at which you will be spending most time this semester
- Continue completing the guided process to report your vaccine status and upload your vaccination record card

If a school is not listed on the menu, or if there are questions, you should contact the help desk or submit a ticket.

[https://servicecenter.nycenet.edu/CherwellPortal/IT?\\_af=72450b7e#0](https://servicecenter.nycenet.edu/CherwellPortal/IT?_af=72450b7e#0)

718-935-5100

You should enter just one site on the Vaccination Portal

Upon completion of this process, you will receive an automated email that verifies your submission and your vaccination status. You may share this with the school building principal.

If you encounter technical issues using the Vaccination Portal, please contact the DOE Help Desk by [opening a ticket](#)

[online](https://servicecenter.nycenet.edu/CherwellPortal/IT?_af=72450b7e#0) [https://servicecenter.nycenet.edu/CherwellPortal/IT?\\_af=72450b7e#0](https://servicecenter.nycenet.edu/CherwellPortal/IT?_af=72450b7e#0) or calling 718-935-5100.

As always, everyone in schools must wear a mask and complete a [daily health screening](https://healthscreening.schools.nyc/). <https://healthscreening.schools.nyc/>