



Government of **Western Australia**
Department of **Health**
Public and Aboriginal Health Division
Communicable Disease Control Directorate

Dear Principals,

No Jab No Play - Evaluation of the process of reporting the immunisation status of children

In 2019, legislative changes to the *Public Health Act 2016 (WA)* and *School Education Act 1999 (WA)* required a child's immunisation status to be up-to-date to enrol into long day care, family day care, pre-kindergarten, and/or kindergarten. These legislative changes, referred to as 'No Jab No Play', were effective from 22 July 2019. As it has been approximately a year since these legislative changes came into effect, the Department of Health is conducting an evaluation on the process of reporting the immunisation status of children enrolled at child care services and schools.

We would like to invite you, as a representative of your school, to take part in this evaluation. This is because we would like your feedback to improve the reporting process. We hope to include some of the suggested changes for the 2021 reporting of No Jab No Play.

What does participation in the evaluation involve?

Persons-in-charge of schools are asked to complete a short online survey. A person-in-charge may be a principal, manager, enrolment officer, or school nurse. More than one person at each school can complete the survey. We would like to encourage all persons-in-charge who are involved in the enrolment or reporting process for pre-kindergarten or kindergarten programs to participate. This will ensure that we capture feedback from all parties involved in implementing the No Jab No Play legislation.

The survey will take about 10 minutes to complete and must be completed in one sitting. No save option is available. The survey is accessible from a computer or mobile phone with internet connectivity.

As part of the survey, you will be asked to indicate which type of organisation you represent (e.g. school) and your role in the organisation (e.g. school nurse). You will also be asked questions on your understanding of the No Jab No Play laws; awareness and use of available resources; feedback on resources that you have used; and targeted feedback on the impact of the No Jab No Play legislation.

To what extent is participation voluntary, and what are the implications of withdrawing that participation?

Participation in this evaluation is entirely voluntary.

If any member of a participant group decides to participate and then later changes their mind, they are able to withdraw their participation at any time by closing the survey. As no identifying information is collected, individual responses cannot be withdrawn once the survey is saved.

There will be no consequences relating to any decision by an individual or school regarding participation. Decisions made will not affect the relationship with the research team or the Department of Health.

What will happen to the information collected, and is privacy and confidentiality assured?

The survey is anonymous and survey responses cannot be linked to individual participants or schools. Information that identifies anyone will be removed from the data collected. The data is stored securely on a Department of Health server and can only be accessed by authorised Department of Health staff. The data will be stored for at least 5 years, after which it will be destroyed or archived in accordance with the policy for Data Retention and Disposal at the Department of Health.

The identity of participants or school will not be disclosed at any time, except in circumstances that require reporting under the Department of Education *Child Protection* policy, or where the research team is legally required to disclose that information.

Only aggregate, non-identifiable results will be included in the final report; individual participants and schools will not be identifiable. Participant privacy, and the confidentiality of information disclosed by participants, is assured at all other times.

The data will be used only for this evaluation, and will not be used in any extended or future research without first obtaining explicit written consent from participants.

A summary of the evaluation findings will be made available to the Department of Education. You will not be provided with a summary of evaluation findings. However, you can expect that some of the changes suggested will be implemented in the 2021 reporting for No Jab No Play.

Is this evaluation approved?

This evaluation forms part of routine quality assurance activities at the Department of Health and therefore, does not require ethics approval. This evaluation has received managerial support to proceed. Participants are asked not to provide identifying information when participating in this evaluation. This evaluation has met the policy requirements of the Department of Education.

Who do I contact if I wish to discuss the project further?

If you would like to discuss any aspect of this evaluation, please contact immunisation@health.wa.gov.au and a member of the research team will be in touch.

How do I indicate my willingness for my school to be involved?

If you are a school principal and are willing for your school and staff within your school to participate, please forward the invite to the online survey to relevant staff within your school.

All participants will be asked to confirm their willingness to participate prior to starting the survey. No written consent form will be provided.

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