



## MANDATORY VACCINATION POLICY

*Kamaruka takes a zero-tolerance approach to child abuse and is fully committed to ensuring that its strategies, policies, procedures and practices meet all **Child Safe Standards as specified in Ministerial Order No. 870 (2015)***

### Mandatory Vaccination – Victorian Public Health Direction

<p>The Hazard</p>	<p>Coronavirus disease (COVID-19) is an infectious disease caused by the SARS-CoV-2 virus that results in respiratory illness. Older people and those with underlying medical conditions such as cardiovascular disease, diabetes, chronic respiratory disease, or cancer are more likely to develop serious illness. Anyone can get sick with COVID-19 and become seriously ill or die at any age.</p> <p>The virus can spread from an infected person’s mouth or nose in small liquid particles when they cough, sneeze, speak, sing or breathe. These particles range from larger respiratory droplets to smaller aerosols.</p>
<p>Kamaruka’s Policy</p>	<p>In order to comply with <a href="#">COVID-19 Mandatory Vaccination Directions (No 5)</a> and following consultation with staff, Kamaruka will take the following measures to minimise the risk of harm from COVID-19 to students, staff, and those affected by our activities, including parents, carers, siblings and other members of the school community:</p> <ul style="list-style-type: none"> <li>• assist staff in obtaining information relating to COVID-19 and vaccination</li> <li>• inform all workers who are or may be likely to be scheduled to work at Kamaruka that Kamaruka is required to collect, record and hold their vaccination information and not permit entry to Kamaruka unless the relevant vaccination requirements are met</li> <li>• collect, record and hold information regarding the COVID-19 vaccination status of everyone permitted to enter Kamaruka premises, except in emergency situations or critical unforeseen circumstances</li> </ul>

	<ul style="list-style-type: none"> <li>• prevent the entry of individuals who do not have the necessary evidence of vaccination or medical exemption onto Kamaruka premises except in emergency situations</li> <li>• consult with staff regularly to ensure that issues and concerns relating to COVID-19 control measures are identified, considered and addressed</li> <li>• develop strategies on minimising the risk to all employees and students based on the risk of vaccinated and unvaccinated staff and students</li> <li>• require all peripatetic staff, contractors and volunteers working on school premises (whether engaged by Kamaruka or not) in close proximity to students and staff, to provide evidence of vaccination or a medical exemption in the required format before being allowed to enter Kamaruka premises</li> <li>• require all new staff to be fully vaccinated before commencing their employment unless they provide evidence of a medical exemption in the required format</li> <li>• monitor the effectiveness of control measures</li> <li>• take all reasonably practicable measures to accommodate employees who have a medical exemption</li> </ul>
<p>Consultation</p>	<p>Employees, and any Health and Safety Representatives (HSRs), will be given opportunities to provide input and feedback on potential control measures, the effectiveness of existing control measures, and policy changes relating to COVID-19 management.</p> <p>These views will be taken into account when Kamaruka makes decisions, and employees and HSRs will be advised of the outcomes.</p> <p>Employees and HSRs will be regularly updated on the effectiveness of the control measures and the application, if any, of any necessary risk controls.</p>
<p>Request for Vaccination Status</p>	<p>People in the following categories are required to provide evidence of COVID-19 vaccination or provide a medical contraindication certification before they can enter Kamaruka premises:</p> <ul style="list-style-type: none"> <li>• all Kamaruka employees</li> <li>• any person contracted to work at Kamaruka and who will, or may be, in close proximity to children, students or staff, whether or not they are engaged by Kamaruka, excluding delivery personnel or contractors</li> <li>• staff of the Department of Education and Training (such as allied health personnel or Authorised Officers)</li> <li>• staff of any other organisation who attend Kamaruka;</li> <li>• volunteers that work in close proximity to children, students or staff (including parent helpers)</li> <li>• students on placements at Kamaruka.</li> </ul> <p>Kamaruka will be collecting this information on an ongoing basis to capture any future requirements for vaccination boosters and to capture changes in the medical exemption status of workers, for example, where a worker has a temporary medical exemption or where further vaccinations become available that may affect a worker’s medical exemption.</p>

	Where the individual chooses not to provide their vaccination status information, Kamaruka will assume that the individual has not been vaccinated.
Vaccination Requirements to Enter School Premises	<p>In order to be allowed to enter Kamaruka premises to work, a worker must either provide a medical contraindication certification or:</p> <ul style="list-style-type: none"> <li>• from 18 October 2021: provide evidence of having received one or two doses of the vaccine, or if unvaccinated, they have a booking to receive their first dose of a COVID-19 vaccine by 25 October 2021</li> <li>• from 25 October 2021: provide evidence of having received one or two doses of a COVID-19 vaccine and if one dose only, then they have a booking for a second dose for a date prior to 15 December</li> <li>• from 29 November 2021: provide evidence of having received two doses of a COVID-19 vaccine.</li> </ul>
Evidence of Vaccination	<p>Evidence of vaccination may be in the following formats:</p> <ul style="list-style-type: none"> <li>• a letter from a medical practitioner that clearly states the date or dates that the vaccine doses were provided</li> <li>• a certificate of immunisation; or</li> <li>• an immunisation history statement obtained from the <a href="#">Australian Immunisation Register</a>.</li> </ul>
Support for Employees Being Vaccinated	<p>Kamaruka provides the following support to facilitate employees being vaccinated:</p> <ul style="list-style-type: none"> <li>• time to attend a vaccination or a booster vaccination appointment or to seek health advice regarding the suitability of a particular vaccine. Up to two hours paid leave to attend each vaccination appointment</li> <li>• Kamaruka will pay the costs incurred in connection with the employee's attendance at a vaccination or a booster vaccination appointment or to seek health advice regarding the suitability of a particular vaccine, such as travel expenses and childcare</li> <li>• offering workplace vaccinations (similar to arrangements that are often made with flu vaccinations)</li> <li>• where an employee is unfit for work as a result of a COVID-19 vaccination, they may take up to two days paid vaccination leave. This will be in addition to their personal/carer's leave entitlement.</li> </ul>
Unvaccinated Individuals - Medical Exemption	<p>A person is exempt from providing evidence of vaccination if they provide certification from a medical practitioner that they are unable, due to a medical contraindication, to receive a dose or a further dose of a COVID-19 vaccine. The certification will be in the form of a medical contraindication medical certificate or a letter from:</p> <ul style="list-style-type: none"> <li>• general practice registrars on an approved 3GA training placement</li> <li>• public health physicians</li> <li>• general physicians</li> </ul>

	<ul style="list-style-type: none"> <li>• infectious disease physicians</li> <li>• clinical immunologists</li> <li>• gynaecologist</li> <li>• obstetrician</li> <li>• GPs who are vocationally registered</li> <li>• a GP who is a fellow of the Royal Australian College of General Practitioners</li> <li>• a GP who is a fellow of the Australian College of Rural and Remote Medicine.</li> </ul> <p>The accepted medical contraindications are listed in the <a href="#">COVID-19 Mandatory Vaccination Direction (No 5)</a>.</p> <p>Employees who have a medical exemption from vaccination may be asked to provide further advice from a medical practitioner regarding the additional measures that Kamaruka may need to take to protect the employee and members of the school community from the risk of exposure to COVID-19.</p> <p>Kamaruka will make an assessment of the feasibility of any additional control measures for each employee who has not been vaccinated on a case-by-case basis and following consultation with the employee.</p>
Staff With Medical Exemption - Discrimination	Kamaruka will take all reasonably practicable measures to minimise the risk of harm from COVID-19 to employees who are unable to be vaccinated on substantiated medical grounds, while ensuring that we maintain obligations to other staff, students and the school community.
Unvaccinated Employee Without a Medical Exemption	Where an employee does not provide the appropriate evidence of vaccination or evidence of a medical exemption, they will not be permitted to attend work at Kamaruka. Kamaruka will consult further with the employee before determining on a course of action which may result in Kamaruka terminating the services of the employee.
Contractors and Other People Not Employed by Kamaruka	<p>Workers who are to work at Kamaruka, whether engaged by Kamaruka or not, who will or may be in close proximity to children, students or staff, are also required to comply with the COVID-19 vaccination requirements or they will not be permitted to enter or remain on Kamaruka premises.</p> <p>This includes:</p> <ul style="list-style-type: none"> <li>• casual relief teachers</li> <li>• labour hire personnel such as nurses or administration staff</li> <li>• Breakfast Club suppliers</li> <li>• IT personnel</li> <li>• NDIS providers and auditors</li> <li>• staff from any other school or other entity</li> <li>• students on placement at Kamaruka.</li> </ul> <p>The vaccination requirement does not apply to persons making deliveries to Kamaruka.</p>

	Kamaruka will inform the employers of the contractors or other workers that Kamaruka is required to collect and record their employees' vaccination information.
Volunteers	Volunteers (including parent helpers) who attend Kamaruka and who work in close proximity to children, students or staff are required to comply with the COVID-19 vaccination requirements or they will not be permitted to enter or remain on Kamaruka premises.
Assessors of VCE etc	Where a person who is on Kamaruka premises in order to carry out assessments of an oral or performance examination as part of the 2021 Victorian Certificate of Education, International Baccalaureate or the Victorian Certificate of Applied Learning, they are required to wear at all times while on the premises PPE that includes a surgical mask.
Emergency Situations and Critical Unforeseen Circumstances	<p>Individuals are permitted to go on Kamaruka premises without providing evidence of vaccination or medical exemption in emergency situations or critical unforeseen circumstances.</p> <p>Where an individual enters Kamaruka in emergency situations or critical unforeseen circumstances, Kamaruka will ensure that they remain on the premises only for as long as they are responding to that situation and wear relevant PPE.</p> <p>Emergency situations are situations where it is reasonably apparent to Kamaruka that medical treatment is necessary, as a matter of urgency to:</p> <ul style="list-style-type: none"> <li>• save a person's life</li> <li>• prevent serious damage to a person's health</li> <li>• prevent a person from suffering or continuing to suffer significant pain or distress.</li> </ul> <p>Critical unforeseen circumstance include:</p> <ul style="list-style-type: none"> <li>• a worker is required to perform work at Kamaruka that is necessary to provide for urgent specialist clinical or medical care due to an emergency situation or a critical unforeseen circumstance</li> <li>• a worker is required to fill a vacancy to provide urgent care, to maintain quality of care and/or continue essential operations at Kamaruka due to an emergency situation or a critical unforeseen circumstance, and while doing so is required to wear PPE including a mask and surgical shield</li> <li>• a worker is required to attend Kamaruka to respond to an emergency at Kamaruka</li> <li>• a worker is required to perform urgent and essential work at Kamaruka to protect the health and safety of workers or members of the public, or to protect assets and infrastructure.</li> </ul>

<p>Privacy and Disclosure to Third Parties</p>	<p>Kamaruka acknowledges that information regarding:</p> <ul style="list-style-type: none"> <li>• vaccination status</li> <li>• reasons for choosing not to have the COVID-19 vaccination</li> <li>• medical evidence related to this decision</li> </ul> <p>(Vaccination Information) is considered to be sensitive health information under the Privacy Act 1988 (Cth).</p> <p>Any information collected will be used and disclosed for the purposes of minimising the risk to health and safety from COVID-19 to workers, students and the Kamaruka community and maintaining the operations of Kamaruka.</p> <p>There may be some very limited circumstances where an individual’s vaccination status may be disclosed to third parties, but this will be with the consent of the individual or where required by law.</p> <p>All information will be kept securely and access restricted on a need-to-know basis in accordance with Kamaruka’s Privacy Policy.</p>
<p>Vaccination Records</p>	<p>Kamaruka is required to collect and hold the following records in relation to Vaccination Information:</p> <ul style="list-style-type: none"> <li>• medical contraindication certification</li> <li>• from 18 October 2021: evidence of having received one or two doses of the vaccine, or if the person is unvaccinated, that they have a booking to receive their first dose of vaccine by 25 October 2021</li> <li>• from 25 October 2021: evidence of having received one or two doses of the vaccine; and if one dose only, then that they have a booking for a second dose for a date prior to 29 November 2021</li> <li>• from 29 November 2021: evidence of having received two doses of the vaccine.</li> </ul>
<p>Breaches of this Policy</p>	<p>An employee who provides false or misleading information or documentation regarding their vaccination status or medical exemption may be subject to disciplinary action and legal penalties.</p>
<p>Further Information, Questions and Concerns</p>	<p>Staff with questions and concerns are encouraged to discuss these with the Principal.</p> <p>The following government sources also provide information that may assist employees in making an informed decision regarding vaccinations:</p> <ul style="list-style-type: none"> <li>• <a href="#">COVID-19 Mandatory Vaccination Directions (No 5)</a></li> <li>• Commonwealth Dept of Health <a href="#">Learn about COVID-19 vaccines</a></li> <li>• <a href="#">Australian Technical Advisory Group on Immunisation (ATAGI) clinical guidance on COVID-19 vaccine in Australia in 2021</a> <a href="https://www.health.gov.au/sites/default/files/documents/2021/08/covid-19-vaccination-atagi-clinical-guidance-on-covid-19-vaccine-in-australia-in-2021.pdf">https://www.health.gov.au/sites/default/files/documents/2021/08/covid-19-vaccination-atagi-clinical-guidance-on-covid-19-vaccine-in-australia-in-2021.pdf</a></li> </ul>

	<ul style="list-style-type: none"> <li>• ATAGI <a href="#">COVID-19 vaccination – COVID-19 vaccination decision guide for women who are pregnant, breastfeeding or planning pregnancy</a></li> <li>• ATAGI <a href="#">COVID-19 vaccination decision guide for people with immunocompromise</a></li> <li>• Fair Work Ombudsman <a href="https://coronavirus.fairwork.gov.au/coronavirus-and-australian-workplace-laws/covid-19-vaccinations-and-the-workplace/covid-19-vaccinations-workplace-rights-and-obligations">https://coronavirus.fairwork.gov.au/coronavirus-and-australian-workplace-laws/covid-19-vaccinations-and-the-workplace/covid-19-vaccinations-workplace-rights-and-obligations</a></li> </ul>
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**EVALUATION**

This policy will be reviewed as per our three-year review cycle or more often if necessary due to changes in regulations or circumstances.

Approval date:	Approved by:	Next review:
14 October 2021	Board	14 October 2024