



COVID-19 VACCINATION POLICY

POLICY STATEMENT AND OBJECTIVES

The New South Wales Government has issued Public Health (COVID-19 Vaccination of Education and Care Workers) Order 2021, which requires that Lutheran School Wagga Wagga staff are vaccinated in order to continue working in a face-to-face learning environment.

Lutheran School Wagga Wagga (**the School**) is committed to the health and safety of its staff, students and broader school community, which includes preventing the spread of diseases such as COVID-19 on campus and amongst members of the school community.

The School will act in accordance with the Public Health (COVID-19 Vaccination of Education and Care Workers) Order 2021. There is a high risk of COVID-19 infection in the context of a public-facing school environment which requires staff – during on campus learning – to regularly come into contact each day with a large section of the school community (including staff, students and parents), having regard to the increased rates of community transmission of the Delta variant of SARS-CoV-2, as well as the increased health risks of the virus to people who might not previously have been considered to be vulnerable.

Public Health (COVID-19 Vaccination of Education and Care Workers) Order 2021 helps to manage that risk, and it also reflects the duty of care owed by the School to its staff and students.

This policy sets out the measures which the School is taking to ensure that staff are vaccinated in compliance with the Public Health (COVID-19 Vaccination of Education and Care Workers) Order 2021, and outlines the limited exemptions which are available.

SCOPE

This policy applies to all staff, including:

- any person employed by or on behalf of the School;
- any person engaged to provide services to or at the School, regardless of whether in a paid or volunteer role; and
- any person undertaking a placement, or work experience, at the School as part of their formal education.

DEFINITIONS

COVID-19 vaccination means a COVID-19 vaccine approved by the Therapeutic Goods Administration for use in Australia, or where a person has been vaccinated overseas, a World Health Organisation-COVAX approved COVID-19 vaccine.



COVID-19 VACCINATION REQUIREMENTS

COVID-19 vaccinations are an effective way of reducing the risk of spreading COVID-19 between staff and students and the community at large. COVID-19 vaccinations can also reduce the severity of the impact that COVID-19 has on people, if they contract the virus.

Public Health (COVID-19 Vaccination of Education and Care Workers) Order 2021 requires that from 8 November staff may only enter the School premises to perform their duties if they have received two doses of a COVID-19 vaccination, unless they are covered by an exemption set out below.

The School requires staff to comply with the Public Health (COVID-19 Vaccination of Education and Care Workers) Order 2021. This is a lawful and reasonable requirement that the School is implementing to keep its staff, students and broader school community safe. It is also an important aspect of the School's compliance with its duty of care to students, its obligations under workplace health and safety laws to take reasonable steps to prevent the spread of COVID-19 in the workplace, and of course its obligations under the Public Health (COVID-19 Vaccination of Education and Care Workers) Order 2021.

To ensure that they have had two doses of a COVID-19 vaccination by 8 November, staff should take the following steps (if they have not done so already):

- If relevant, seek medical advice regarding the COVID-19 vaccination, as it relates to you.
- Where you do not fall within one of the exemptions outlined below, make appointments to receive your first and second doses of the COVID-19 vaccination.
- If you have trouble making an appointment, please contact the Principal or Business Manager.
- When you receive your first and your second COVID-19 vaccination dose, ensure that you keep a record of these.
- Provide the School with evidence that you have received your COVID-19 vaccination, after both your first and second dose. Vaccination evidence for an education and care worker includes, until the beginning of 8 November 2021—
 - (a) evidence from the Australian Immunisation Register that the worker has had 1 dose of a COVID-19 vaccine, and
 - (b) evidence of an appointment to receive a COVID-19 vaccine.

Staff can access COVID-19 vaccinations at various locations including vaccination hubs, roving clinics, general practices and some pharmacies. The dedicated **COVID-19 Vaccine Helpline 1800 020 080** (select option 2) can answer any questions you may have about vaccination and can help you book a vaccination appointment. Vaccinations are free, and you do not need a Medicare card to make an appointment or receive the vaccination.

If you believe you are exempt from the Public Health (COVID-19 Vaccination of Education and Care Workers) Order 2021, as set out below, or if you choose not to be vaccinated, you should promptly notify the Principal.

EXEMPTIONS FROM COVID-19 VACCINATION REQUIREMENTS

A member of staff may enter, engage in work or duties, or provide services at the School, despite not meeting the vaccination requirements above if the staff member is unable to receive a COVID-19 vaccination because the staff member has a recognised medical contraindication (a medical condition that prevents them from receiving the vaccination) and provides a medical certificate from a registered medical practitioner:

- certifying that the staff member is unable to receive the COVID-19 vaccination because they have a recognised medical contraindication;
- indicating whether the medical contraindication will permanently or temporarily prevent COVID-19 vaccination; and
 - if the medical contraindication only temporarily prevents a COVID-19 vaccination, specifying when the staff member may be able to receive the COVID-19 vaccination; or
 - certifying the staff member is pregnant and provides evidence to the School that a registered medical practitioner has advised against vaccination due to the pregnancy, and specifying when the staff member may be able to receive the COVID-19 vaccination.

The best way to provide this evidence is by asking your medical practitioner to complete the 'COVID-19 Vaccine Medical Contraindication Form'. You can request a copy of this from the Principal or Business Manager.

If a registered medical practitioner certifies that a staff member has a temporary medical contraindication, which makes them unable to receive the COVID-19 vaccination, any exemption based on this only applies for the period specified in the medical certificate provided by the medical practitioner. If the medical reason continues beyond that period, the staff member must provide a new medical certificate from their doctor, regarding the medical contraindication.

UN-VACCINATED WORKERS WITHOUT AN EXEMPTION

Staff members who are not exempt, and who choose not to have two doses of the COVID-19 vaccination by 8 November 2021, will not be able to attend the School campus, or other locations where school activities are performed (including sport, co-curricular activities, camps and excursions), to provide the duties associated with their position at the School.

If the member of staff is an employee, they will be provided with an opportunity to discuss their circumstances with their manager and any alternative options which may be available, including:

- alternative work arrangements, subject to the operational needs of the School (which typically do not support remote work arrangements when on-campus learning is taking place); and
- the staff member taking accrued annual or long service leave.

Any decision regarding alternative options will be at the absolute discretion of the School, subject to its legal obligations. Staff who choose not to have a COVID-19 vaccination need to be mindful that depending on their role, they may be unable to lawfully perform their duties if they do not comply with this policy. This may result in standing down without pay or dismissal.

RECORD KEEPING

Staff must provide evidence of their COVID-19 vaccination status or the reasons for their exemption as soon as possible, and by no later than 8 November 2021.

The purpose of collecting this information is:

- to ensure compliance with the Public Health (COVID-19 Vaccination of Education and Care Workers) Order 2021.
- to ensure that the School knows who is able to legally attend the campus or perform work for the School; and
- to enable the School to manage the risks to staff, students and the community arising from COVID-19, including preparing for any possible future outbreaks.

Evidence of a COVID-19 vaccination can include:

- a vaccination certificate or other evidence from a vaccine provider;
- an immunisation history statement which can be accessed from Medicare online or the Express Plus Medicare mobile app;
- a statement of your vaccination history which you can request from the Australian Immunisation Register;
- a record from a health practitioner.

When collecting your vaccination information, the School will comply with its Privacy Policy. Your vaccination information will be provided to the Business Manager, and to the Principal. De-identified information about staff vaccination levels will be provided to the School Board.

Your vaccination information will be securely stored and kept confidential and will only be accessible to people who are required to access it. You can request to access your vaccination record information at any time and can also request that any relevant updates are made to it.

NEW EMPLOYEES

Staff engaged after 8 November 2021 will also be required to comply with the COVID-19 vaccination requirements. These requirements must be met before the employee commences their employment.

RELATED DOCUMENTS

Lutheran School Wagga Wagga Privacy Policy

COVID-19 Vaccine Medical Contraindication Form

REFERENCES

Legislation

Public Health (COVID-19 Vaccination of Education and Care Workers) Order 2021

Links

[Are COVID-19 vaccines safe?](#)

[Australian Immunisation Register](#)

[COVID-19 vaccine information in your language](#)

[The Fair Work Ombudsman's guidance on COVID-19 vaccinations](#)