



COVID-19 Vaccination Policy

Aims

- A. To ensure our school operates as normal as possible during ever-changing times, focusing on the education and wellbeing of our students.
- B. To ensure compliance with all applicable legislation.
- C. To create a safe and secure environment for students, staff, and community members.
- D. To be an active accessible community for nurturing and inspiring authentic learning and living, and to create a community that contributes to the daily life and future of our school.

Scope and Application

This policy is available on the school website and applies to:

- A. Employees
- B. Volunteers
- C. Parents/carers
- D. Community members
- E. Visitors to the school

The *KSCS COVID-19 Vaccination Policy* will be supplied with the staff induction package at commencement of staff employment.

Definitions

- F. **Ad hoc basis** - attendance at no more than one education facility no more than once per week. A person who attends multiple education facilities in a week, but does not visit the same education facility twice, does not attend on an ad hoc basis.
- G. **Booster vaccination** – a booster dose of a COVID-19 vaccine registered by the Australian Therapeutic Goods Administration and recommended for use as a single booster dose.
- H. **Booster vaccination requirements** – means:
 - a. If the vaccination directed person was eligible to receive a booster vaccine at the commencement of the Booster Vaccination (Restrictions on Access) Directions, the person is to be administered the booster by 5 February 2022;
 - b. If the vaccination directed person becomes eligible to receive a booster vaccination after the commencement of the Booster Vaccination (Restrictions on Access) Directions, the person is to be administered the booster vaccination

within one calendar month of the date the person first became eligible, or by 5 February 2022, whichever is the latter.

- I. **Coronaviruses** - a large family of viruses that cause respiratory infections. These can range from the common cold to more serious diseases.
- J. **COVID-19** - a disease caused by a new form of coronavirus.
- K. **Directions** – includes any direction under the Act, whether the direction is given orally or in writing.
- L. **Education workers** - include:
 - 1. a school worker; or
 - 2. a community kindergarten worker.
- M. **Eligible for Booster Vaccination** – any person listed in Schedule 1 of the Booster Vaccination (Restrictions on Access) Direction is to receive their Booster on a date which is 3 months from the date the person became fully vaccinated.
- N. **Employee** – any person working directly for the school in a paid or unpaid capacity. This includes full-time, part-time, and casual employees, and parent coordinators.
- O. **Fully vaccinated** means that the person has been administered with two doses of a COVID-19 vaccine registered by the Therapeutic Goods Administration.
- P. **Medical exemption** – a medical exemption recorded on the Australian Immunisation Register and displayed on the individual's Immunisation History Statement.
- Q. **Regular basis** - more than once per week (either within one site or across multiple school sites).
- R. **School sites (education facility)** include:
 - 1. a school;
 - 2. a community kindergarten; and
 - 3. a boarding premise (boarding/residential facilities).

A school site also includes where school activities are performed including camps and excursions.
- S. **School hours** – the hours of the day that a student is required to attend school. At KSCS this is 8:45 am to 3:15 pm.
- T. **School worker** – a person who:
 - 1. is employed or engaged to work at school, including on a casual basis;
 - 2. is on placement at a school, including a student on work experience;
 - 3. provides goods or services at a school and is employed or otherwise engaged, including in a voluntary or unpaid capacity, to work at a school; and
 - 4. participates in or facilitates activities at the school other than on an ad hoc basis, including parents/carers and community volunteers.
- U. **Third party providers** – any company or entity providing goods or services to the school.
- V. **Vaccinated in accordance with the Directions** - means:

1. first dose on or prior to 31 December 2021 because from 12:01 am on 1 January 2022, a person who is an education worker must not enter, or remain at, an education facility if the person has not been partially vaccinated against COVID-19; and
2. second dose on or prior to 30 January 2022 because from 12:01 am on 31 January 2022, a person who is an education worker must not enter, or remain at, an education facility if the person has not been double dose vaccinated against COVID-19.

Principles

- A. To address the unique risks posed by COVID-19 to the education workforce the WA State Government has introduced the *Education Worker (Restriction on Access) Directions*, and *Booster Vaccination (Restriction on Access) Directions* for the purpose of preventing the spread of COVID-19 to children, students, families, and members of the education workforce in Western Australia, and the closure of education facilities due to outbreaks. Under the Directions, if a person does not meet the mandatory vaccination requirements, they will not be able to attend school to work.
- B. The collaboration and participation of parents/carers and community members is a core value at KSCS. Whilst ensuring the school complies with the *Education Worker (Restriction on Access) Directions*, and *Booster Vaccination (Restriction on Access) Directions*, KSCS will endeavour to implement structures and strategies to maximise participation by all members of our community.
- C. As state public health orders are constantly changing, it is important to monitor these developments and review the specific requirements. KSCS will ensure that the school monitors and follows the latest health advice and advice from key regulatory bodies. Communicating changes with the community at the earliest convenience.
- D. The COVID-19 vaccination status of employees and any other individuals is considered sensitive health information under the *Privacy Act* and the school will comply with their obligations under privacy legislation (see the *KSCS Privacy Policy* and the *KSCS Records Management Policy*).
- E. KSCS will consider the circumstances of any employee who chooses not to receive a COVID-19 vaccine or who chooses not to share evidence of their vaccination status, on a case-by-case basis.

Responsibilities

A. Board

1. Review and update this policy in consultation with relevant parties.

B. Principal

1. Oversee the implementation of this policy to ensure compliance with the *Education Worker (Restrictions on Access) Directions*, and *Booster Vaccination (Restriction on Access) Directions*.
2. Only roster on, or otherwise permit to work at school, an education worker who is vaccinated or is an exempt person in accordance with the directions.

3. Deal with all instances of staff or community members not meeting vaccination requirements.
- C. All Staff**
1. Provide evidence of vaccination status as required.
 2. Comply with restrictions on access directions.
 3. Monitor and guide conversation regarding the Directions, and COVID-19 away from school premises.
- D. Administration Staff**
1. Collect, maintain, and track the vaccination status of all employees, parents/carers, external providers, and visitors accessing the school site.
 2. Inform the Principal of any person not meeting vaccination requirements.
- E. Adult members of school community including parents/carers, external providers, and visitors**
1. Provide evidence of vaccination status as required.
 2. Comply with restrictions on access directions.
 3. Ensure conversation regarding the Directions are kept off school premises.

Related Legislation

- A. Education Worker (Restriction on Access) Directions (No.4)
- B. Booster Vaccination (Restriction on Access) Directions (No. 2)
- C. Fair Work Act 2009
- D. Industrial Relations Act 1979
- E. Occupational Safety and Health Act 1984
- F. Occupational Safety and Health Regulations 1996
- G. Privacy Act 1988
- H. Privacy Amendment (Enhancing Privacy Protection) Act 2012
- I. Public Health Act 2016 (WA)
- J. School Education Act 1999 (WA)
- K. Work Health and Safety Act 2011

Related Kerry Street Documentation

- A. Procedures and Forms including:**
1. COVID-19 Vaccination Procedures
 2. Individuals Impacted by the Directions Table
 3. Education Worker Directions Schedule 3
- B. KSCS Policies including:**
1. Communicable Diseases

- 2. Community Member Participation
 - 3. Duty of Care
 - 4. Human Resource Management
 - 5. Pandemic Working From Home
 - 6. Privacy
 - 7. Records Management
 - 8. Risk Management
 - 9. Staff Conduct and Discipline
 - 10. WHS
- C. KSCS Values and Philosophy
 - D. KSCS Codes of Conduct
 - E. Staff Files

References and Resources

- A. [Education Worker \(Restriction on Access\) Directions \(No.4\)](#)
- B. [Booster Vaccination \(Restriction on Access\) Directions \(No. 2\)](#)

Contact Person

Enquiries relating to this policy should be directed to the School Principal or Board Chair.

Breaches of this Policy

Any breach of this policy may result in disciplinary action up to and including termination.

Review and Authorisation

- A. New policy created December 2021.
- B. To be reviewed S2 2022.

Revision History

Date	Revision	Detail
December 2021	V.1	Policy created.
February		Policy updated to align with the current legislation.