



**Torquay
Community
House**

respect • equality • inclusion

Mandated Vaccination Policy

Approved/effective date	271021
Due for review	271022

COVID19 Vaccination Policy

Policy Purpose

On 1 October 2021, the Chief Health Officer issued directions that requires all Authorised Workers to be fully vaccinated against COVID19, with an authorised vaccine, by 26 November 2021, with a requirement that a first dose is received by 15 October 2021.

The purpose of this policy is to ensure that Torquay Community House complies with those directions and in doing so, mitigates the associated health and safety risks of not doing so.

The Policy

All current workers (including employees, contractors, tutors, trainees, volunteers), are lawfully and reasonably directed to provide evidence that they have received an approved COVID19 Vaccine.

Approved COVID19 vaccines are defined as those that are approved by the Australian Technical Advisory Group on Immunisation (ATAGI).

To comply with this policy, workers must provide evidence of a first dose of an authorised vaccine by by no later than 15 October 2021. Those who are partially vaccinated at that date, must ensure they are fully vaccinated by 26 November 2021 and provide evidence to that effect.

New workers must provide evidence of compliance with this policy prior to commencement.

Exemptions

Workers who have a medical exemption must provide evidence from a registered medical practitioner that they have a medical contraindication as determined by ATAGI clinical guidance.

We will provide reasonable accommodation to persons who are unable to be vaccinated due to their personal medical situations must provide evidence of those person medical circumstances as soon as is practicable.

We will engage in a meaningful dialogue with any persons who are unable to receive the vaccine on medical grounds, to identify suitable adjustments to their work in line with any current and future Chief Medical Officer Directions.

Employees who do not have a valid medical exemption must comply with this policy.

Breaches of this policy

Persons who are in breach of this policy will not be permitted to work or enter the workplace. Workers will be asked to provide reasons for their failure to comply. Those reasons will be considered prior to any decisions being reached.

Employees who are in breach of this policy, without a valid reason, may face disciplinary action up to and including dismissal.

Assistance

Employees who require time away from work to get vaccinated, should contact their direct manager to discuss their leave options. This may include the use of personal leave for the post vaccine period if they are feeling unwell.

Policy Receipt and Acknowledgement of Leave Policy:

I have read and been informed about the content, requirements, and expectations of this policy.

I understand that if I have questions, at any time, regarding the policy, I will consult with my immediate supervisor, or manager.

Signature of [insert Employee's Name]

Date: ___/___/___