



Covid-19 Policy (As at 1 November 2021)

1 Introduction

- 1.1 At KKTC, the health and safety of our employees and our students is critically important. We are committed to doing what is necessary to protect each other and to help stop the spread of COVID-19.
- 1.2 As there are different requirements in different States we are attempting to have one broad policy to guide our operations in the 'post lockdown' period which is upon us across the States we train and assess in.

2 STATE BY STATE

- 2.1 **NSW** - In line with the New South Wales Public Health Order which mandates that certain premises must not be open to unvaccinated individuals, KKTC requires that in order for our staff members to be able to legally work, proof of covid-19 vaccination must be provided by 8th November, 2021.
- 2.2 **Victoria** - the Directions issued by the Chief Health Officer as of 18 October 2021, in order to work at a school, childcare (including outside school hours care services) or early education service, you must be able to provide evidence to your employer that you:
 - have received your first dose by 18 October 2021 or
 - haven't received any doses but have a booking to receive your first dose by 25 October 2021 or
 - are fully vaccinated with two doses of the COVID-19 vaccine by 29 November 2021 or
 - have a medical exemption evidenced by an authorised medical practitioner
- 2.3 **Queensland** - Whilst at the time of writing there are no such mandates as per NSW and Victoria, but with certain LGA restrictions. However with the border opening 17th December and likelihood of Delta spreading, there could be mandates in the future. We must prepare ourselves for this possibility.

3 Scope

This policy applies to all employees of KKTC and where relevant students attending the training college headquarters.

4 Covid-19 Vaccination – KKTC Staff

- 4.1 Covid-19 vaccinations are mandatory for all staff members of KKTC
- 4.2 An individual is not allowed to enter KKTC's Headquarters or childcare centres that KKTC is supporting in QLD, NSW or Vic if they are unvaccinated.

4.3 A fully vaccinated person means a person who:

- a) has had 2 doses of a Covid-19 vaccine; or
- b) has a medical contraindication certificate. A medical contraindication certificate means a certificate issued by a medical practitioner in a form approved by the Chief Health Officer and which certifies that because of a specified medical contraindication, the person to whom the certificate has been issued cannot have a Covid-19 vaccine.

4.4 This means that unvaccinated staff members (or staff members refusing to disclose and prove their vaccination status) will not be able to enter the above premises. Where this occurs, this would be a consequence of the staff members' own choice, and not of any decision that KKTC has made.

4.5 Staff members must show proof of full vaccination against Covid-19 by 8th November (NSW), 29th November (VIC) and 17th December 2021 (QLD) in order to continue work at the above Premises. For staff supporting across state borders; the earlier date for that State's mandate must be followed.

4.6 KKTC will keep this information strictly confidential, as far as the law allows and is practicable. In circumstances where a staff member chooses not to disclose their vaccination status, KKTC is required to assume that they are unvaccinated.

4.7 If a staff member is concerned that they are unable to obtain both dosages of the Covid-19 vaccine by the above date(s), they must discuss with the College Manager as soon as possible.

5 Covid Safe Check-In

5.1 Staff members entering KKTC Headquarters or centres KKTC is training in, must register their contact details with the relevant State Mobile COVID application. For childcare centres the college supports, the staff member will need to adhere to that centres policies. In the event these policies are onerous, the staff member must notify the College Manager.

6 Breach of this policy

6.1 Any Staff member who is found to have breached this policy may be subject to disciplinary action, up to and including termination of employment.

7 Covid-19 Policy – KKTC Students attending class at KKTC Headquarters

7.1 It is likely that adult learner classes will recommence in January 2022.

7.2 With students attending the college in person classes, and on the assumption of rates of infection increasing in the community post the QLD Border opening, there is a duty of care to minimise risk of infection on site to staff and other students. We must be well prepared for what could eventuate to avoid health risks and the brand damage from an outbreak on campus.

7.3 Effective from the first class in 2022, students will have to:

- a) Present evidence of being double vaccinated to gain entry to the KKTC Headquarters.
- b) If unable to provide evidence of vaccination, the college reserves the right to refuse the student access to the KKTC Headquarters and offer the student access to the class via zoom.

8 Variations

8.1 The Company reserves the right to vary or replace this policy at any time in line with the evolving nature of coronavirus and updates to the Order.

SUPPORTING GOVERNMENT INFORMATION

- **QLD**

Please familiarise yourself with the COVID roadmap on the QLD Govt website at this [link](#)

- **NSW**

Education and care workers

The Minister has made the Public Health (COVID-19 Vaccination of Education and Care Workers) Order 2021. The Order requires vaccination of education and care workers, including teachers and education providers as well as:

- Workers who undertake maintenance at schools, asset workers that plan and maintain school assets;
- Family day care;
- Non-government school employees;
- Early childhood educators;
- Contractors engaged by schools and early education and care facilities;
- Drivers and Assisted Transport Support Officers engaged by DoE to provide disability support services under the Assisted School Travel Program of the DoE;
- Vocational Education and Training providers working on school and early education and care facilities;
- NSW TAFE teachers and assessors that work on school and early education and care facility sites; and
- University practicum students.
- Disability support workers working on school or early education and care facility sites;

The Order requires these workers to have both doses of COVID-19 vaccination by 8 November 2021. An exemption is available for a worker if they are unable to be vaccinated in the rare situation of a medical contraindication. Workers will be required to provide evidence of a medical contraindication via a certificate from a medical practitioner, in a form approved by the CHO, that specifies the medical contraindication.

Visit [link](#)

VICTORIA

School, childcare and early education services

From 18 October 2021, in order to work at a school, childcare (including outside school hours care services) or early education service, you must be able to provide evidence to your employer that you:

- have received your first dose by 18 October 2021 or
- haven't received any doses but have a booking to receive your first dose by 25 October 2021 or
- are fully vaccinated with two doses of COVID-19 vaccine by 29 November 2021 or
- have a medical exemption evidenced by an authorised medical practitioner

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