



**Policy Name: Vaccination Policy – COVID19**

**Policy Number: 5.08 November 2021**

## **POLICY STATEMENT:**

*This policy is subject to change in line with changing government directions and other advice.*

Any reference to an 'employee' also applies to any contractors engaged.

Oasis Camp is committed to providing a safe and healthy working environment for all employees and campers and anyone who comes in contact with our business.

Under Australia's workplace health and safety laws, Oasis Camp is required to do all that is reasonably practicable to ensure the health and safety of our employees within the workplace. This requirement extends to the COVID-19 pandemic, where Oasis Camp must eliminate, or if that is not possible, minimise, so far as is reasonably practicable, the risk of exposure to infection from COVID-19 in the workplace.

All authorised workers in Victoria are subject to government public health orders requiring mandatory vaccinations. Oasis Camp supports this public health order and will ensure that it complies with all such public health orders. All authorised workers must be fully vaccinated by 26<sup>th</sup> November 2021.

Mandatory COVID-19 vaccinations are an important safety measure that will assist Oasis Camp to continue providing a safe and healthy work environment.

This policy must be used in conjunction with our COVID safe plans other relevant COVID19 control measures and OH&S policies and procedures. Whilst we believe COVID-19 vaccination is a significant control measure towards ensuring our workplace is safe, it is critical that physical distancing, good hygiene (including regular hand sanitising) and enhanced cleaning processes continue to apply, even after our entire workforce has been vaccinated.

When developing the Oasis Camp Vaccination Policy, our considerations included but were not limited to:

- Work health and safety obligations
- Legal obligations, risks and exposures
- Each employee's circumstances, including their duties and the risks associated with their work including their need to work in close proximity to others, shared facilities such as kitchen and bathrooms and /or working onsite in uncontrolled environments
- Our desire is to make it mandatory for our, campers, suppliers and other people visiting our locations to be vaccinated to ensure the safety of our employees
- Our Schools have advised us that it will be mandatory for our employees to be vaccinated in order to attend our camp and our staff are covered by a Public Health Order requiring vaccination
- Notwithstanding the above, that we are required to comply with the public health orders



## **PROCEDURES:**

### **Vaccination**

- a. All employees that are required by a Public Health Order to be vaccinated to attend work must comply with such an order. If an employee cannot or will not comply with a public health order, Oasis Camp will place the employee on unpaid leave while employment options are considered.
- b. All employees that are attending the workplace are required to be vaccinated. This is an inherent requirement of working at Oasis Camp. This is also a lawful and reasonable direction to assist in ensuring the health and safety of all employees. You must be vaccinated to attend the Oasis Camp offices or a partner camp site, in line with the dates outlined above.
- c. Any employee who has a medical exemption to the COVID-19 vaccination should advise their manager and provide evidence as required by the Victorian Department of Health, which is to have your exemption registered on your official Immunisation Record.
- d. Any employee not wishing to be vaccinated and who is required to attend the workplace will be placed on a period of unpaid leave while other employment options are considered.
- e. Employment options that may be considered include whether there is any role that does not require the employee to attend the workplace and if the role can be completed to a satisfactory level remotely. This would include that no attendance at the workplace or any social function would be permitted. Given the nature of our workplace it is unlikely in most circumstances that alternate options such as working remotely would be viable.
- f. In the event that a person cannot or will not get vaccinated their employment may be reviewed and it may result in the necessary termination of employment.
- g. To strengthen our commitment to employee safety, Oasis Camp will be requiring all visitors to our workplace to be vaccinated, if they are eligible (ie currently children under 12 years of age cannot be vaccinated so this will not apply to them) We will be advising people of this via signage and on our website. Please follow current procedures on how to confirm a visitors vaccination status. We will take advantage of any tools that become widely available to us to assist in managing this requirement.

### **Evidence**

- a. All employees are required to provide evidence of their vaccination status to Oasis Camp prior to returning to the office or in line with any relevant public health order. A copy of your COVID-19 Digital Vaccination Certificate or your Immunisation Record is suitable evidence to provide.
- b. All employee evidence will be placed on their personnel file and a register will be created listing employee's vaccination status. This will be saved in a secure server accessible only by authorised, senior employees.
- c. If a school or partner site requires proof of vaccination status for our employees for their students to attend our camp, we will provide evidence as required.



- d. For the avoidance of doubt, requesting evidence of your vaccination status is not a breach of the Privacy Act. There are several exemptions under the Privacy Act which allows for certain information to be required where failing to disclose the information requested could lead to harm of others or death. Given the contagious and serious nature of the COVID-19 virus, it is a requirement for all employees to provide this information to us.

## **Additional Information**

If you would like additional information regarding our requirement for employees to be vaccinated to continue their employment, please review information provided here:

Information from the Human Rights Commission

[Explainer: Mandatory COVID-19 vaccinations and your rights | Victorian Equal Opportunity and Human Rights Commission](#)

Information from Fair Work Australia:

<https://coronavirus.fairwork.gov.au/coronavirus-and-australian-workplace-laws/covid-19-vaccinations-and-the-workplace/covid-19-vaccinations-workplace-rights-and-obligations#lawful-and-reasonable-directions-to-get-vaccinated>

Information from Work safe:

<https://www.worksafe.vic.gov.au/covid-19-vaccinations-workplaces>