

COVID-19 Vaccination Requirement Policy

SUMMARY

Lord Somers Camp and Power House (**LSC&PH**) is committed to supporting all of our stakeholders throughout the COVID-19 pandemic. This policy sets out our approach to COVID-19 vaccinations for all of our stakeholders, including our Employees, Members, Participants, Volunteers and Visitors (**Relevant Persons**).

In particular, LSC&PH recognises that while vaccination is not a total solution to the risks of COVID-19, vaccines are the most effective infection control measure which can be utilised, in addition to a range of other risk control measures.

In addition to the requirements set out in this policy, LSC&PH will continue other risk mitigation strategies currently in place, such as continuing to physically distance, ensuring good hand hygiene, wearing personal protective equipment, and undertaking regular cleaning and maintenance of equipment and resources.

All Relevant Persons should continue to stay home and get tested in accordance with Government advice, if they have any symptoms, regardless of whether they are vaccinated or not.

1. INTRODUCTION

a. Purpose

The purpose of this policy is to ensure, so far as is reasonably practicable, that we:

- protect all Relevant Persons who attend on our Premises or participate in our Events or Activities;
- monitor and reduce the risk of transmission of COVID-19 on our Premises and at our Events or Activities;
- comply with our occupational health and safety obligations, including Government requirements to our Relevant Persons and to any others who enter our Premises; and
- continue to safely provide great Programs and Activities to our valued communities.

This policy sits alongside other measures already in place to manage the risks posed by COVID-19, including our COVID Safe Plan.

b. Responsibility

This policy applies to all Relevant Persons who wish to attend any Premises or to participate in a Program or Activity.

This policy **does not** apply to any person who is not eligible to be vaccinated in Victoria at the time of attending any Premises or participating in any Program or Activity (for example because they are under a particular age).

Employees and Executive Teams must ensure that this policy is applied within their Programs and Activities.

c. Definitions

Approved Vaccine means any COVID-19 vaccination that has been approved by the Therapeutic Goods Administration (TGA) or a comparable overseas regulator as determined by the TGA for use in Australia.

Employee means any person employed by LSC&PH.

Executive Team means a leadership team for a specific Program or Activity. Specific members/ roles of an Executive Team are at the discretion of the Program or Activity Leader.

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COVID-19 Vaccination Requirement Policy

Fully Vaccinated means having obtained the number of doses of an Approved Vaccine as recommended by the Australian Technical Advisory Group on Immunisation (ATAGI). For example, where a two-dose schedule is recommended by the ATAGI, a person will be considered fully vaccinated when they have received both doses of the vaccine. Where required by law, it may also require a 'booster' dose.

Leader means any person (paid or unpaid) over the age of 18 who is responsible for the control and safety of Members/Volunteers placed in their care whilst holding a formal position in LSC&PH. A Leader could include but is not limited to:

- Camp Leaders
- Deputy Camp Leaders
- Executive Officers
- Programs Leader
- Slushie King & Slushee Queen
- Heads of Departments

LSC&PH Exemption means an exemption from the requirement to be vaccinated granted by the Board of LSC&PH and includes a Medical Exemption. It is expected that other than those granted due to a Medical Exemption, LSC&PH Exemptions will be rarely granted by the Board and only in exceptional circumstances.

Medical Exemption means an exemption from the requirement to be vaccinated recognised by the Victorian Government (which currently includes because of a medical contraindication or an acute medical illness as determined by ATAGI (Australian Technical Advisory Group on Immunisation) clinical guidance) and supported by an Australian Immunisation Register immunisation medical exemption form that has been completed and signed by a medical practitioner and lodged with AIR.

Member is any person who has a current membership subscription to LSC&PH, including various life memberships, term membership or honorary life membership.

Participant means any person who participates in a Program or Activity.

Premises means any land or building used or occupied by LSC&PH for the purposes of undertaking any LSC&PH activities, including any Program or Activity, and expressly includes the Powerhouse building on Albert Park Lake and the grounds at Somers.

Program or Activity means any program or activity organised and/or sanctioned by LSC&PH irrespective of whether it occurs on a Premises.

Relevant Persons includes all Employees, Members, Participants, Volunteers and Visitors.

Visitor means any person who is not an Employee, Participant, Member or Volunteer who attends a Premises or participates in a Program or Activity.

Volunteers are any non-Members who attend a Program or Activity as a member of staff under direction of a Camp Leader.

2. VACCINATION POLICY

Requirement to be vaccinated

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From **1st September 2022**, paid employees of LSC&PH will be **required** to be Fully Vaccinated. Volunteers and Participants attending any Premises or participating in any Program or Activity are **recommended** to be Fully Vaccinated against COVID-19 unless that person has been granted an LSC&PH Exemption (which, for the avoidance of doubt, includes a Medical Exemption).

LSC&PH recommends that vaccination be undertaken on the advice of an accredited health practitioner (including health practitioners at any authorized COVID-19 vaccination centre).

Proof of vaccination

All Relevant Persons who are required to be vaccinated will be required to provide evidence acceptable to LSC&PH of vaccination status.

LSC&PH will accept for these purposes a copy of the person's COVID-19 Digital Certificate (which can be obtained through your MyGov account) and may from time to time determine that other evidence is acceptable. Digital vaccination certificates delivered by the Victorian government's Service Victoria application will also be accepted.

LSC&PH Exemption

LSC&PH understands that some people may not be able to be vaccinated against COVID-19. Exemptions from this policy may be allowed in certain, limited, circumstances.

LSC&PH Exemptions will be granted in limited circumstances and will be considered on a case-by-case basis. These include where:

- (a) a person has a Medical Exemption or there is some other compelling reason why the person cannot be vaccinated, which is accepted by the LSC&PH Board in its absolute discretion;
- (b) a person is required on a Premises to respond to an emergency; or
- (c) a person is required to perform urgent and essential work on a Premises to protect the health and safety of Relevant Persons or members of the public or to protect assets and infrastructure.

A Relevant Person seeking to apply for an LSC&PH Exemption should contact the CEO.

Evidence to support an exemption

The Relevant Person will be required to provide LSC&PH with satisfactory evidence in support of any application for an LSC&PH Exemption.

In the case of a Medical Exemption, the Relevant Person needs to provide an Australian Immunisation Register immunisation medical exemption form that has been completed and signed by an authorised medical practitioner and lodged with AIR. An authorised medical practitioner is someone so authorized by the Victorian Government.

Privacy

LSC&PH respects the privacy of its Relevant Persons and will ensure that vaccination information is treated as confidentially as possible.

Vaccination information and proof of vaccination will be securely stored. LSC&PH will limit its use and disclosure of a person's vaccination status to what is reasonably necessary to prevent and manage COVID-19 transmission risks

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on Premises or at any Program or Activity and to comply with any Government direction which may apply to LSC&PH.

Vaccination information may be disclosed to third parties, but only to the extent necessary to prevent and manage COVID-19 transmission risks on Premises or at any Program or Activity.

A copy of LSC&PH's Privacy Collection Notice for COVID-19 vaccination information is available from www.lscph.org.au/policies. By providing your vaccination information to LSC&PH, you are consenting to the matters set out in the Collection Notice.

For more information about how we process and protect personal information, please refer to LSC&PH's Privacy Policy.

3. ALIGNMENT WITH VISION AND VALUES

The LSC&PH vision and values underpin the COVID-19 Vaccination Requirement Policy. This Policy allows LSC&PH to continue to provide the best possible Events and Activities while ensuring that we take all reasonably practicable steps to protect all Relevant Persons who attend on our Premises or participate in our Events and Activities.

5. BREACHES OF POLICY

Any actions or behaviours deemed contrary to this policy, or any other policy, will be dealt with and may result in disciplinary action being taken, which may include an Employee's termination, or a Member's suspension or expulsion in accordance with Clause 47.1 of the LSC&PH Constitution.

Reporting and Investigation procedures are included in the LSC&PH Code of Conduct.

6. SUPPORTING POLICIES

There are a number of LSC&PH policies which support or relate to the COVID-19 Vaccination Requirement Policy including, but not limited to:

- Code of Conduct
- Privacy Policy

7. REVIEW OF POLICY

This policy will be initially reviewed every three months by the Board, or sooner if warranted by internal or external events or changes. Changes to the policy will be recommended for resolution by the LSC&PH Board.

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