

### Introduction

C&K's priority is the health and safety of our employees, children, and families. We are committed to doing what is necessary to protect each other and to help prevent the spread of COVID-19 in our community.

The Queensland Government has imposed [COVID-19 Vaccination Requirements for Workers in a High Risk Setting Direction](#) (as varied from time to time) (Direction) which impacts C&K and requires workers who enter, work in, or provide services in a high-risk setting to be vaccinated against COVID-19. A high-risk setting includes kindergartens and childcare centres (Centre). C&K has taken significant steps to implement effective infection control measures, appropriate personal protective equipment (PPE), and other COVID-safe practices and will now take all reasonable steps to communicate and enforce the requirements of the Direction as varied from time to time.

### Scope

This Policy applies to any C&K employee, volunteer, student, and contractor (Workers) who:

- Undertakes paid or volunteer work in a Centre
- Is providing services at a Centre
- Attends a Centre to perform the requirements of their role
- Is a performer, presenter or other specialist entering a Centre to deliver an activity function or event
- Is undertaking a work placement in a Centre related to an enrolled course of study.

This Policy does not apply to families who visit the Centre to access or use its services.

### COVID-19 Vaccination

Workers must comply with this Policy and any Direction in force from time to time including, but not limited to the requirement to be vaccinated for COVID-19. The Vaccination Requirements are outlined in Schedule A. C&K is required to adhere to the Direction and requires all Workers to fully comply with the terms of the Direction, as in force from time to time, as an essential requirement of their employment or engagement with C&K.

While C&K will take all reasonable steps to communicate the nature and effect of any Direction which may be in place at any point in time, all Workers are responsible for ensuring that they are aware of and fully comply with any Direction impacting their engagement with C&K.

Workers who are not fully compliant with this Policy and the Direction will not be permitted to attend the

workplace to perform work unless a valid exemption applies.

### Exceptions

A Worker may be exempt from complying with the Direction upon the grounds stipulated within the Direction. Where a Worker believes their circumstances are such that they fall within an exception to the Direction it must be raised with C&K as soon as practicable.

### Production of Evidence

Workers are required to provide evidence of compliance with the Direction, including vaccination status, upon request in accordance with the Direction.

A Worker who fails to provide evidence of vaccination to C&K will be treated as if they are unvaccinated until the prescribed proof is provided.

C&K will keep this information strictly confidential and will only disclose your vaccination information where required to in accordance with the Direction or in accordance with the obligations under the *Privacy Act 1988* (Cth) and Australian Privacy Principles and the Direction.

C&K will consider any deliberately misleading or incorrect information concerning a Worker's vaccination status as serious misconduct and may lead to disciplinary action up to and including termination of the Workers' employment or engagement.

### Breaches of this policy

Any Worker who is found to have breached this Policy may be subject to disciplinary action, up to and including the termination of employment or engagement.

### Variations

C&K reserves the right to vary or replace this Policy at any time in line with the evolving nature of COVID-19 and updated public health advice.

### Schedule A – Vaccination Requirements

In accordance with the Direction, the COVID-19 vaccination requirements are that a worker in a high-risk setting has:

- a. by 11.59 pm 16 December 2021, received the first dose of a COVID-19 vaccine; and
- b. by 11.59 pm on 23 January 2022, received the prescribed number of doses of a COVID-19 vaccine; and
- c. as soon as reasonably practicable after each dose of the COVID-19 vaccine, provided evidence of having received the COVID-19 vaccine dose.