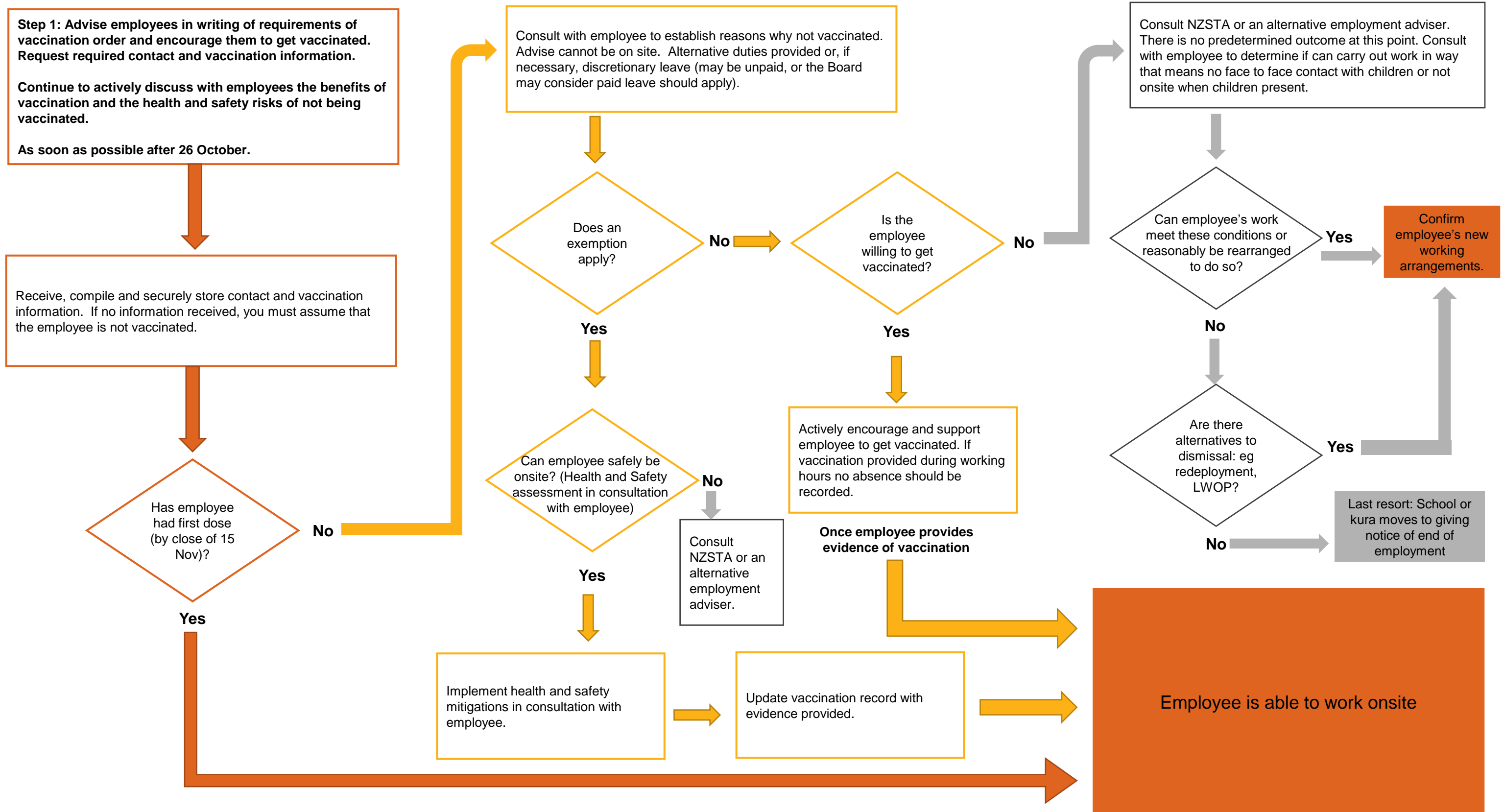


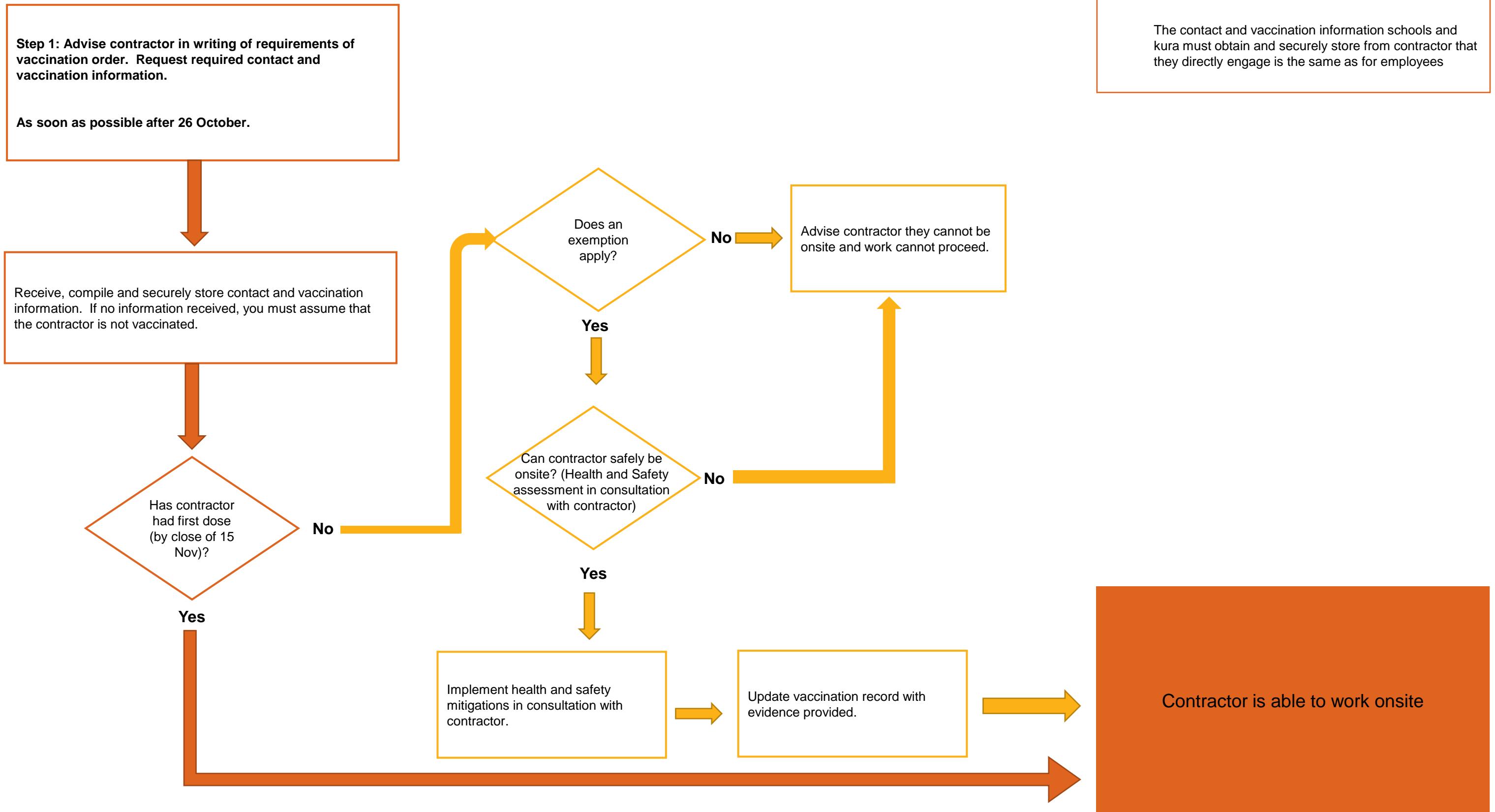
Schools and Kura Vaccination Order process for their employees

This process diagram outlines the how the [COVID-19 Public Health Response \(Vaccinations\) Amendment Order \(No 3\) 2021](#) may be applied by schools and kura. It should be used for those covered by the Order.



Schools and Kura Vaccination Order process for contractors you engage directly (eg office manager or caretaker engaged as a contractor)

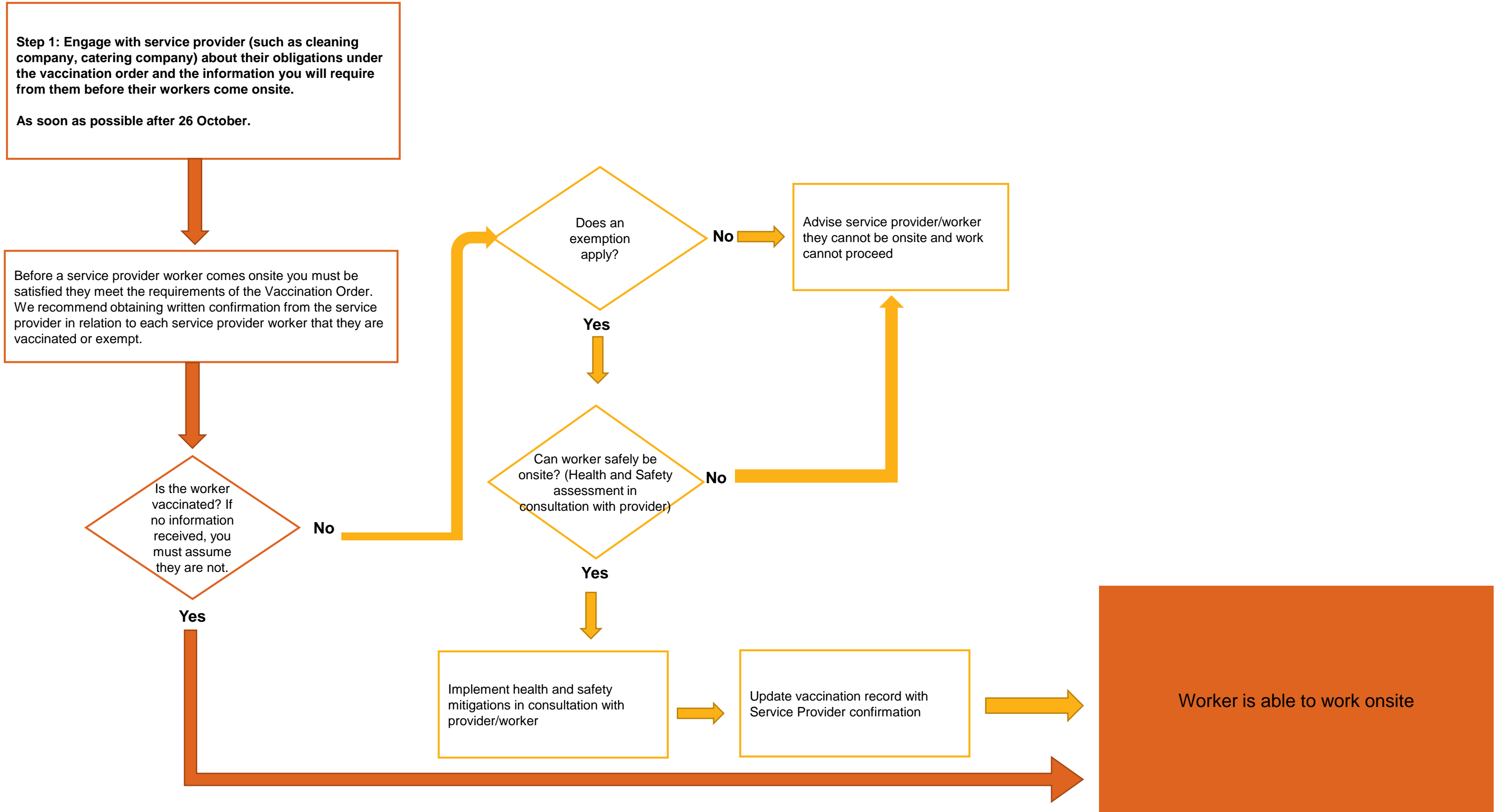
This process diagram outlines the how the [COVID-19 Public Health Response \(Vaccinations\) Amendment Order \(No 3\) 2021](#) may be applied by schools and kura. It should be used for those covered by the Order.



The contact and vaccination information schools and kura must obtain and securely store from contractor that they directly engage is the same as for employees

Schools and Kura Vaccination Order process for contractors who provide you with a service (eg your cleaning company)

This process diagram outlines the how the [COVID-19 Public Health Response \(Vaccinations\) Amendment Order \(No 3\) 2021](#) may be applied by schools and kura. It should be used for those covered by the Order.



Schools and Kura Vaccination Order process for volunteers (eg parent help)

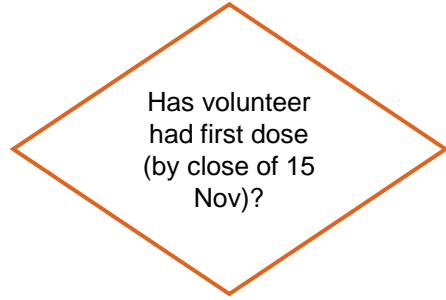
This process diagram outlines the how the [COVID-19 Public Health Response \(Vaccinations\) Amendment Order \(No 3\) 2021](#) may be applied by schools and kura in relation to volunteers

Step 1: Advise volunteers in writing of requirements of vaccination order and encourage them to get vaccinated. Request required contact and vaccination information.

Continue to actively discuss with volunteers the benefits of vaccination and the health and safety risks of not being vaccinated.

As soon as possible after 26 October

Receive, compile and securely store contact and vaccination information. If no information received, you must assume that the volunteer is not vaccinated.



No

Advise volunteer they cannot work on site until they have been vaccinated

Yes

Volunteer is able to work onsite

Under the Order, everyone who works for a school or kura who may have contact with children or students, or will be present at a time when children and students are also present, must have had a first dose of the COVID-19 vaccine by 15 November and be fully vaccinated by 1 January 2022.

This includes teachers, principals, relief teachers, casual staff, administration staff, caretakers, cleaners, contractors and other tradespeople, service managers, caregivers and other staff. It also includes unpaid workers, such as volunteers and any members of the community who are regularly on site during a time when children and students may be present.

This vaccination requirement does not apply to those who are performing services remotely, or who are onsite only when children and students are not present (such as a contractor who is performing maintenance during the weekend or over a term break).

The vaccination requirements apply wherever in person schooling occurs, such as on the school or early learning service site, but also at school camps, swimming pools, museums, or where other Education Outside the Classroom programmes take place. This means that both school staff and volunteers who are involved in EOTC should have had a first vaccination by 15 November and be fully vaccinated by 1 January 2022.