

Department of Education

Employment Direction 1/21 – COVID-19 Vaccinations

Version effective: 15 December 2021

1. Audience

Department Wide (excluding Office of Industrial Relations)

2. Compliance

Compliance with this direction is mandatory.

3. Purpose

In recognition of the high risk of transmission of the COVID-19 virus, for the protection of vulnerable persons and that a sudden reduction in available workforce would significantly affect the continuity of education services (among others) on Saturday 11 December 2021 the [COVID-19 Vaccination Requirements for Workers in a high-risk setting Direction | Queensland Health \(CHO Direction\)](#) was published re vaccination of workers in high-risk settings including:

- schools and outdoor education facilities;
- other education facilities, including TAFE, that are co-located with a school;
- outside school hours care and vacation care; and
- kindergartens, registered and licensed early childhood settings and family day-care providers.

The purpose of this direction is to outline the COVID-19 vaccination requirements for existing and prospective Department of Education workers (excluding OIR) who attend a high-risk setting as part of their role or the services they provide.

4. Application

The CHO Direction captures many Department of Education workers (excluding OIR) as the CHO direction applies to all workers in a high-risk setting and prevents entry to a high-risk setting unless the worker complies with the COVID-19 vaccination requirements with some very limited exceptions.

This Direction applies to all Department of Education workers who attend a high-risk setting as part of their role or the services they provide.

This Direction also applies to identified staff within regional and central offices who are required to be present in a school as part of their work duties, i.e. where attendance at a school is necessary to fulfil the requirements of their job.

5. COVID-19 vaccination requirements for Department of Education workers

All Department of Education workers whose role (employed or otherwise) requires any attendance in a high-risk setting **must**:

- a. have received the first dose of a COVID-19 vaccine by **17 December 2021**;
- b. as soon as reasonably practicable after the first dose of the COVID-19 vaccine and in any event no later than **5pm AEST on 7 January 2022**, show evidence of having received the first dose in line with section 6 below;
- c. have received the prescribed number of doses of a COVID-19 vaccine by **11:59pm AEST on 23 January 2022**; and
- d. as soon as reasonably practicable and in any event before attending a high-risk setting **on 24 January 2022**, show evidence of having received the prescribed number of Covid-19 vaccines in line with section 6 below.

6. Evidence of COVID-19 vaccination

Acceptable evidence of a COVID19 vaccine includes:

- a. written confirmation of COVID-19 vaccination provided to the person as part of the vaccination process, such as a record of vaccine card; or
- b. vaccination information displayed on the Check in Qld app; or
- c. a Covid-19 digital certificate or printed vaccination certificate from the [Australian Immunisation Register](#); or
- d. an online or printed immunisation history statement for COVID-19 vaccination, including confirmation of a medical contraindication; or
- e. an International COVID-19 Vaccination Certificate:
 - i. in a printed or electronic form from the Department of Home Affairs that confirms completion of an Australia Travel Declaration and vaccination against COVID-19 overseas; or
 - ii. through Medicare online account through myGov or the Medicare mobile app; or
 - iii. an official record of vaccination provided to the person when vaccinated against COVID-19 overseas.

Evidence of vaccination is to be provided to the Department of Education through the Department of Education COVID-19 Vaccine Declaration survey.

7. Prospective/New Workers

When offering a position to a prospective employee or engaging a new worker of any kind, the advertising and appointment documentation must clearly state the engagement is subject to the person fully satisfying the COVID-19 vaccination requirements.

8. Application for Exemption due to medical contraindication or participation in a clinical trial

The Department recognises some people may not be able to receive a COVID-19 vaccine due to a medical contraindication or because a worker is a COVID-19 vaccine trial participant.

Workers who require an exemption from compliance with this direction, including on a temporary basis, will be required to provide evidence of the medical contraindication or the worker being a COVID-19 vaccine trial participant supported by an eligible health professional.

Workers who require an exemption must complete the Department of Education COVID-19 Vaccine Declaration survey and select "exemption to vaccinate". These workers will be sent additional information about how to provide evidence.

Where an exemption is granted the Department will conduct appropriate risk assessments and consult with those affected in relation to appropriate control measures.

Appropriate control measures may include undertaking a COVID-19 PCR test before starting each day and providing a negative test result as soon as reasonably practicable after the result is received; using identified personal protective equipment.

If acceptable control measures cannot be identified consideration will be given to alternatives as required by applicable laws and Department of Education policies and procedures.

9. Unvaccinated workers

From 17 December 2021 unvaccinated workers without a qualifying exemption must not enter a high-risk setting unless there is an emergency or permission is granted in accordance with:

- a. the requirements of clause 26 of the CHO Direction in relation to Critical Workforce Shortages; or
- b. the requirements of clause 27 of the CHO Direction in relation to a Critical Support Need.

If an unvaccinated worker enters a high-risk setting in an emergency situation they must advise of the emergency entry and of their vaccination status as soon as is reasonably practicable.

10. Privacy and Record keeping

A record will be kept of workers' COVID-19 vaccination status, the type of proof of Covid-19 vaccination, evidence of a medical contraindication, or evidence of being a COVID-19 vaccine trial participant for each worker.

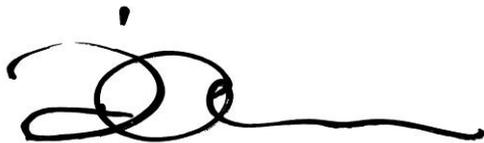
The records held may, if requested, be provided to a public health officer.

Deidentified information about vaccination rates may be reported in accordance with relevant state or federal requirements.

| Definitions | |
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| CHO Direction | means the COVID-19 Vaccination Requirements for Workers in a high-risk setting Direction Queensland Health from the Chief Health Officer first published on Saturday 11 December 2021 in accordance with emergency powers arising from the declared public health emergency |
| Co-located | means using shared facilities and staff and users of the high-risk setting move freely between the co-located functions or settings. |
| Covid-19 vaccination requirements | The COVID-19 vaccination requirements are that: <ol style="list-style-type: none"> a. by 17 December 2021, a worker in a high-risk setting has received the first dose of a COVID-19 vaccine; and b. by 11.59pm AEST on 23 January 2022, a worker in a high-risk setting has 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, the worker must show evidence of having received the COVID-19 vaccine dose |
| Covid-19 Vaccine | is a vaccine for COVID-19 that is approved for use in Australia or recognised by the Therapeutic Goods Administration. |
| Covid-19 vaccine trial | means a medical trial for a COVID-19 vaccine under either the Clinical Trial Notification or Clinical Trial Approval schemes regulated by the Therapeutic Goods Administration. |
| Covid-19 vaccine trial participant | means a person who: <ol style="list-style-type: none"> a. is an active participant in a COVID-19 vaccine trial; and |

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| | <p>b. provides a medical certificate or letter from a medical practitioner, registered under the Health Practitioner Regulation National Law (Queensland) associated with the COVID-19 vaccine trial confirming that:</p> <p>i.. the worker is participating in a Phase 3 or 4 COVID-19 vaccine trial; and</p> <p>ii. the worker has received at least one active dose of the COVID-19 vaccine being trialled.</p> |
| Critical workforce shortage | means a sustained workforce shortage in a high-risk setting that the responsible person for the high-risk setting considers may directly and significantly compromise the health or safety of other persons within the high-risk setting or the delivery of essential services to users of the high-risk setting. |
| Eligible health professional | <p>means any of the following:</p> <ul style="list-style-type: none"> • fellows of the Royal Australian College of General Practitioners (as defined by the <i>Health Insurance Act 1973 Cth</i>); or • fellows of the Australian College of Rural and Remote Medicine (as defined by the <i>Health Insurance Act 1973 Cth</i>); or • on Medicare's Vocation Register of General Practitioners (as defined by the <i>Health Insurance Act 1973 Cth</i>); or • practice registrar on an approved 3GA training placement; or • paediatrician; or • public health physician; or • infectious diseases physician; or • clinical immunologist. |
| High-Risk Setting | <p>means Early childhood, primary and secondary educational settings including:</p> <ul style="list-style-type: none"> • schools and outdoor education facilities • other education facilities, including TAFE, that are co-located with a school • outside school hours care and vacation care • kindergartens, registered and licensed early childhood settings and family day-care providers <p>if part of a high-risk setting is not co-located and meets the requirements in paragraph 13 of the CHO Direction, a person engaged or employed to undertake work in that part of the high-risk setting is not subject to COVID-19 vaccination requirements.</p> |
| Medical contraindication | means a temporary or permanent contraindication that is notified to the Australian Immunisation Register (AIR) by an eligible health professional completing an Australian Immunisation Register (AIR) immunisation medical exemptions form in relation to a person and recorded on the person's Immunisation History Statement (IHS). |
| Unvaccinated worker | means a person who does not meet the COVID-19 vaccination requirements. |

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| Vulnerable person | means a person who is ineligible or unable to be vaccinated for COVID-19 because of their age or a medical contraindication, or a person with underlying medical conditions that place them at greater risk of adverse impacts from COVID-19 even if they are vaccinated. |
| Worker | includes a person who: <ul style="list-style-type: none">a. is employed at a high-risk setting on a part-time, casual or full-time basis; orb. is an employee whose duties involve attendance at a high-risk setting; orc. undertakes work, whether paid or unpaid, at the high-risk setting; ord. is a contractor providing services to or at the high-risk setting; ore. is attending the high-risk setting in the context of duties relating to the administration, regulation, governance, managerial oversight, or legal framework relating to the high-risk setting; orf. is a performer, presenter or other specialist entering the high risk setting as part of delivering an activity, function or event; org. is a volunteer delivering a service in the high-risk setting; orh. is undertaking a work placement related to an enrolled course of study. |



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Department of Education

Date: 16 / 12 / 2021