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<b>Drafted By:</b>	CPM	<b>Approved by:</b>	NCEO
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<b>NSMHS 2010 Reference:</b>	Standard 2 – Safety		

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## Purpose

This policy outlines GROW Australia’s position on requiring staff and volunteers to obtain and maintain relevant vaccinations as and when required by either Legislation, Funder contracts or Public Health Orders.

## Scope

This policy applies to all regular employees, volunteers and contractors of GROW Australia. Regular or ongoing visitors to GROW Australia premises will be assessed on a case-by-case basis.

Where staff or volunteers share space with individuals outside of GROW management, risk will be assessed on an ongoing basis.

## Responsibility

The National Chief Executive Officer is responsible for maintaining the accuracy and relevancy of this policy.

GROW managers are responsible for implementing and maintaining the conditions outlined in this policy

## Policy

To safeguard GROW staff, volunteers and GROW program attendees, it is GROW Australia’s requirement that staff and volunteers are fully vaccinated as per the list of available vaccines in Schedule 1.

GROW staff and volunteers work in close contact in face-to-face service delivery with vulnerable groups and individuals across Australia. Staff and volunteers frequently come into first or second person contact with those who have a range of physical and medical conditions that increase their vulnerability to infectious and communicable diseases. (Defined in Schedule 1).

Unvaccinated staff and volunteers pose an unacceptable health, safety and business continuity risk of infection and disease transmission to other GROW staff, volunteers and program attendees.

GROW Australia respects the bodily autonomy of staff and volunteers, and as such will take all steps possible to make accommodations for those who are unable to be vaccinated or meet vaccination exemption criteria.

## Exemptions

Each state and territory’s Public Health Order, Legislation, Regulations and/or published supporting information sets out the exemptions relevant to that jurisdiction and defines the circumstances under which a GROW employee or volunteer would not be required to comply with the government or funder vaccine mandate.

Any staff wishing to be exempted will be required to provide evidence to demonstrate their requirements in line with the conditions in their jurisdiction.

## Accommodations

In cases where staff and volunteers are not able to obtain the required vaccinations, GROW will, wherever practical and reasonable, make accommodations to the regular work activities of the individual to support them in maintaining employment or engagement with GROW.

## Work Health and Safety Obligations

GROW Australia has clear obligations to staff and volunteers under the Australian model Work Health and Safety laws in place. This policy seeks to minimise the risk to staff and volunteers of contracting an infectious or communicable disease in the workplace, and to control as much as is practical the safety of the work and volunteering environment.

## Disciplinary Action

In the event that an acceptable outcome cannot be achieved to meet the needs of GROW and the needs of the staff or volunteer, disciplinary action may be undertaken.

GROW commits to working through a comprehensive dispute resolution process with the staff or volunteer prior to beginning disciplinary action.

Each case will be managed based on its specific needs, with consideration to the rights and obligations of the individual and GROW as an organisation.

Disciplinary action may include assigning new duties, temporary stand down from activities, or termination of employment or volunteer engagement.

## Schedule 1

Infectious diseases (also known as communicable diseases) are caused by infectious agents and can be passed from one person or animal to another. Transmission can occur directly (through contact with bodily discharge), indirectly (for example, by sharing a drinking glass) or by means of vectors (such as mosquitoes). They are caused by bacteria, viruses, parasites or fungi, or their toxic products. Examples of these communicable diseases include Novel Coronavirus, Malaria, Influenza and Chickenpox.

GROW requires staff and volunteers to be vaccinated against the following diseases:

Disease	Timing of vaccination	Evidence required
Novel Coronavirus (Covid-19)	Double dose within recommended timeframes	Yes – To be sighted by Manager and recorded in Folio
Novel Coronavirus (Covid-19)	Booster shots (if required)	Yes – To be sighted by Manager and recorded in Folio