

# COVID-19 Vaccination Policy & COVID-19 Procedures – 26 Nov 2021

The Adelaide Bowling Club Board of Management (the Board) is committed to protecting the health and safety of its employees, contractors and other workers, members, guests and clients.

#### **Vaccination Policy**

The Australian Government's current policy is that individuals should be free to choose whether to have a COVID-19 vaccination or not, however it encourages Australians to be vaccinated for COVID-19.

This policy sets out the approach of the Adelaide Bowling Club Inc. to COVID-19 vaccinations for employees.

The situation with COVID-19 is constantly changing and this policy may be changed without notice.

### The Club's position on COVID-19 vaccines

The Club encourages as many employees as possible to be vaccinated against COVID-19.

The Club has taken the view that its employees and contractors will be required to be vaccinated in order to continue to perform their role. Whilst it will always be an employee's choice to be vaccinated or not, there may be consequences for any employees who are unable or unwilling to be vaccinated.

#### Consultation

The Club consults its employees and contractors on health and safety matters and accordingly has provided employees with a draft copy of this policy for comment. Comments are collated by the Venue Manager for consideration by the Board.

### Information about employees' and contractors' vaccination status

The Club considers that the collection of information about employees' vaccination plans and vaccination status is necessary and/or directly related to its functions and activities.

As such it requests all employees/contractors to provide information about their vaccination status by way of a Covid-19 digital certificate sighted by Venue Manager by the 31 December or at commencement of new employment with the Club, for record keeping only.

The Club wishes to make clear that it is only <u>requesting</u> that this information be disclosed and that it is an employee's own choice as to whether or not they wish to provide it.

#### What will this information be used for?

The Club will use this information for the following purposes:

- Workforce planning.
- Development of control measures in respect of COVID-19.

### Who will have access to this information?

This information will be securely stored with other employment documentation with access limited to the Venue Manager and the Board.

Vaccinated status information will only be used or disclosed on a 'need-to-know' basis.

#### Questions, comments or further information

Should any employee have any questions, comments or request for further information, they should contact: The Venue Manager or a member of the Board.



# COVID-19 Vaccination Policy & COVID-19 Procedures – 26 Nov 2021

### General Procedures for Members, Staff and the ABC Community



If you have answered 'NO' to ALL of the above question, you can come to the club and adhere to good hygiene practices to stay healthy.

- 1. Use QR code on entry or fill in attendance register
- 2. Wear a mask as directed
- 3. Wash your hands frequently with soap and water, before and after eating, after going to the toilet and after touching universal surfaces.
- 4. Cover your cough and sneeze, dispose of tissues, use alcohol-based hand sanitisers



# COVID-19 Vaccination Policy & COVID-19 Procedures – 26 Nov 2021

### Procedures if you test positive for COVID-19

