



Matthews Hall

Established 1918

VOLUNTEER AND FREQUENT VISITOR COVID-19 HEALTH AND SAFETY POLICY

PURPOSE AND SCOPE

Matthews Hall (the “School”) has the responsibility to provide a safe and secure working and learning environment for students and employees. The School is in a position of trust with regard to students and must protect their intellectual, physical, mental, and emotional well-being. This responsibility continues during the COVID-19 pandemic.

The goal of this policy is to promote safe participation by parents, guardians, and other family members in the School community while maintaining health and safety at the School in the context of the COVID-19 pandemic. During the 2020-2021 school year, family visits to the School and parent participation at school events were extremely limited, and often prohibited entirely. As the state of the COVID-19 pandemic in Ontario begins to permit increased physical presence on campus, the School’s priority remains the health and safety of its students and staff.

This policy therefore outlines the requirement for attendees of certain School events, Frequent Visitors to the School, and School Volunteers who are at least 12 years of age to present proof of full vaccination against COVID-19 prior to attending School premises or School-based events or activities. This policy does not currently apply to individuals under 12 years of age.

This policy will remain in effect during the during the 2021-2022 school year as long as applicable COVID-19 health and safety protocols remain in place at the School. The application of this policy may be extended beyond the 2021-2022 school year, if required to protect the health and safety of the School community in response to the COVID-19 pandemic.

All visitors to the School will additionally be required to comply with the School Visitor COVID-19 Health and Safety Policy, including the COVID-19 Health and Safety measures contained therein such as masking, self-screening, physical distancing, and hand hygiene.

The School will additionally ensure that Volunteers meet the requirements of the School’s Volunteer Policy, including that they have not been convicted of criminal offences that raise a question as to the trust which the School is entitled to place in its Volunteers or which would, if repeated, compromise the safety and well-being of students or employees.

DEFINITIONS

A “Volunteer” is an individual who agrees to voluntarily undertake, without pay, a designated task at the School. A Volunteer supports a classroom, school program or service, or school event under the ultimate responsibility of the Head of School or Director of School.

A “Frequent Visitor” is an individual, including a Volunteer who visits the School with regularity.

An “Indoor School Event” is an event organized by or in conjunction the School, or on School premises, which may be attended by parents, guardians, or other visitors to the School. Indoor School Events may include, but are not limited to, indoor sporting events, assemblies, theatrical performances, graduation ceremonies, Board of Governors meetings, parent association meetings, and any other visitor to the School that places visitors in a group setting.

BACKGROUND

The Government of Canada currently has authorized a number of COVID-19 vaccines for use in Canada, for individuals 18 years of age and older (or 12 years of age and older for the Pfizer-BioNTech COVID-19 vaccine). The National Advisory Committee on Immunization (NACI) has stated that in clinical trials, all approved COVID-19 vaccines are efficacious in the short term against symptomatic, confirmed COVID-19 disease.

The School has obligations under the OHSA to take *every precaution reasonable in the circumstances* to protect the health and safety of a worker.

The objective underlying this Policy is to provide a healthy and safe school environment for students, teachers and staff, and safeguard the broader communities in which they live.

Safe and reliable vaccines are an important tool to help stop the spread of COVID-19, build immunity in Ontario and protect our communities. As a school, we have a heightened responsibility to ensure we are doing everything we can to protect our staff, students and their families. As the majority of roles at the School involve close contact with students and staff members, the School has determined that vaccinations of teachers and school staff are mandatory, with certain accommodations or exemptions, as set out in this Policy.

Effective September 22, 2021, the School is required by the Ontario Government to ensure that all visitors provide proof of identification and of being fully vaccinated against COVID-19 at the point of entry to certain events, including indoor areas of meeting and event spaces, indoor sports and recreational facilities, and indoor concert venues and theatres.

PROOF OF VACCINATION

Prior to any Volunteer, Frequent Visitor, or attendee of an Indoor School Event attending School premises or attending a School event, they will be required to present proof of identification and of being fully vaccinated against COVID-19.

For the purpose of this policy, a person is fully vaccinated against COVID-19 if they have received:

- a) the full series of a COVID-19 vaccine authorized by Health Canada, or any combination of such vaccines;

- b) one or two doses of a COVID-19 vaccine not authorized by Health Canada, followed by one dose of a COVID-19 mRNA vaccine authorized by Health Canada; or
- c) three doses of a COVID-19 vaccine not authorized by Health Canada.

Additionally, an individual must have received their final dose of the COVID-19 vaccine at least 14 days before being considered fully vaccinated.

Volunteers to the School will be asked to provide proof of identification and of being fully vaccinated against COVID-19, which will be held in accordance with the School's privacy policy and all applicable privacy laws. Proof of vaccination will be kept in a confidential file, stored in a secure location.

Frequent Visitors and attendees of Indoor School events will be required to present proof of identification and of being fully vaccinated against COVID-19 at the point of entry to the School or School event. Their proof of identification and of being fully vaccinated against COVID-19 will not be retained by the School.

Although proof of vaccination is not required for attendance at Outdoor School Events at this time, the School reserves the right to require proof of vaccination prior to a visitor attending Outdoor School Events in future, if such a measure is required by law or supported by public health guidance.

ACCOMMODATIONS

If a Volunteer, Frequent Visitor, or attendee of an Indoor School Event is unable to be vaccinated because of a ground protected under the Ontario *Human Rights Code* (the "Code"), they must contact [*insert contact*] as soon as possible, and at 14 days in advance of their planned attendance at the School, to discuss the circumstances and whether it is possible for the School to accommodate them.

The School will generally require that anyone covered by this policy who is unable to become fully vaccinated due to a disability provide a written document, supplied by a physician or by a registered nurse extended class or nurse practitioner, stating they are exempt for a medical reason from being fully vaccinated and how long this would apply.

The School recognizes its responsibilities and duties under provincial human rights legislation, such as the Code. If a Volunteer, Frequent Visitor, or attendee of an Indoor School Event is unable to be vaccinated due to a protected ground, as defined by the Code, the School has a duty to accommodate to a point of undue hardship.

However, this duty to accommodate must be balanced against the School's obligations to protect the health and safety of staff and students. Due to the serious health threat COVID-19 presents to the public, if a Volunteer, Frequent Visitor, or attendee of an Indoor School Event

cannot be vaccinated because of a protected ground under the Code, the School will consider reasonable accommodations that do not compromise the Health and Safety of students and staff. Possible accommodations may include virtual attendance at School events or regular antigen testing.