

## **COVID-19 Policy**

### **Policy statement**

The health and safety of our employees, and our College community, is a priority. Bow Valley College (the “**College**”) is committed to taking every precaution reasonable in the circumstances for the protection of the health and safety of our employees from the hazard of COVID-19, including requiring vaccinations. Information from provincial and federal public health authorities supports full vaccination against COVID-19 as an effective and safe measure to reduce and slow the spread of transmission of the virus. The College requires being fully vaccinated as a necessary measure for protecting the College community.

### **Purpose**

Vaccination is a key element in the protection of the College’s employees against the hazard of COVID-19. This Policy is designed to maximize COVID-19 vaccination rates among employees as one of the critical control measures for the hazard of COVID-19. Vaccinations are required, regardless of the location of work.

### **Scope**

This policy applies to employees, independent contractors, Board members, volunteers, and other individuals associated with Bow Valley College (e.g., vendors, suppliers, and campus visitors).

Employees, contractors, volunteers, or any other individuals associated with Bow Valley College are required to ensure that any visitors, event guests, or members of the public, whether on college campuses, or at college sponsored activities at external locations, are in compliance with this policy.

### **Principal objectives**

1. Full vaccination has been shown to be effective in reducing COVID-19 virus transmission and protecting vaccinated individuals from severe consequences of COVID-19 and COVID-19 variants.
2. Given the continuing spread of COVID-19, including variants, within Canada, the data demonstrating a higher incidence of COVID-19 among the unvaccinated population, and the increasing levels of contact between individuals as businesses, services and activities have reopened, it is important for the College’s employees and independent contractors to be fully vaccinated, or otherwise meet the criteria set out herein, in order to protect themselves against serious illness from COVID-19 as well as provide indirect protection to others, including colleagues and members of the public.
3. To protect the health and safety of our community, as of October 22, 2021 the College is requiring that all individuals provide proof of full vaccination.
4. This policy will continue to be subject to provincial and local public health regulations related to the COVID-19 pandemic.
5. Public health guidance on measures for fully-vaccinated, partially-vaccinated and unvaccinated individuals may continue to evolve and could affect this policy.

## Compliance

Employees, contractors, volunteers and visitors are responsible for knowing, understanding, and complying with Bow Valley College policies, procedures, and any other attached documentation that relate to their position, employment, or enrolment at the College.

Those individuals who fail to comply with this Policy and do not have an approved exemption/accommodation, will be considered in violation of this Policy, and will be subject to discipline or sanctions, up to and including termination, in accordance with applicable collective agreements and or other applicable College policies.

## Definitions

### **Fully Vaccinated or Full Vaccination:**

- A member of the College community who has received all required doses of a COVID-19 Vaccine approved by [Health Canada](#) or the [World Health Organization](#).
- An employee is considered fully vaccinated immediately after receiving one dose of Janssen or both doses of a Health Canada or World Health Organization (WHO) approved vaccine with proof.
- Employees do not have to wait for the 14 day immunity period – this requirement has been waived and we recognize employees as fully vaccinated as soon as they have received two doses of a Health Canada or WHO approved vaccine or one dose of Janssen and can provide proof.
- Proof of Vaccination requires a government issued immunization record(s) demonstrating the Employee as being Fully Vaccinated.

### **College Community means:**

Employees, contractors, visitors, volunteers, learners and practicum partners.

## Data sheet

### Accountable officer

Executive responsible for Human Resources

### Responsible officer

Executive responsible for Human Resources

### Approval

President and CEO

### Contact area

Human Resources

### Relevant dates

Approved	Executive Team: EXT202109-21-05
Effective	September 21, 2021
Next review	September 2024
Modification history	
Verified By	Office of the President, October 2021

### Associated policy(ies)

#### Code of Conduct Policy

Electronic Communications Policy  
Respectful Workplace Policy

### Directly related guideline(s) (if any)

### Related legislation

#### Attachments (optional)

FAQ  
COVID-19 Procedure 200-2-11