

COVID-19 VACCINATION POLICY

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| Classification: | Safety and Health |
| Responsible: | Vice Presidents, Operations |
| Executive Sponsor: | President and CEO |
| Approval Authority: | Robertson College Leadership Team |
| Date First Approved: | September 13, 2021 |
| Date Last Reviewed: | N/A |
| Scheduled Review Date: | As needed |

A. PURPOSE

Robertson is committed to the continued promotion of the health and safety of the Robertson community from the spread of COVID-19. Robertson complies with public health guidelines and orders and monitors national and provincial recommendations regarding reducing the spread of COVID-19. Robertson also encourages all members of the Robertson community to get vaccinated with an approved COVID-19 vaccine. Therefore this policy outlines a vaccination requirement that provides the conditions under which individuals will be permitted on Robertson campuses in Winnipeg, Edmonton, and Calgary starting October 1, 2021.

Guiding principles:

- Implement the recommendations of provincial health units;
- Comply with legal requirements including public health orders, and federal and provincial guidelines and directives;
- Promote and protect the health and safety of the college community.

The COVID-19 Policy for Students, Instructors and Staff continues to be in effect and includes the mandatory on-campus mask policy as well as procedures for self-isolation and reporting for contact tracing purposes.

B. SCOPE

This Policy applies to all members of the Robertson College community (students, team members, instructors) while on the Robertson campus. It also applies to visitors - such as, but not limited to, contractors, and service providers - to the Robertson campus.

A companion policy, the [Robertson Vaccination Policy for the School of Health](#), applies to all students and instructors in the School of Health. The policy mirrors this policy, with the exception of the timeline for implementation. The timeline in that policy is based on the directives regarding vaccines from the provincial health agencies.

C. DEFINITIONS

| Term | Definition |
|---------------------------------------|--|
| Accommodation | Provisions made for alternate methods/modalities/locations of work or study for individuals who require these provisions due to medical or other characteristics protected under Manitoba and Alberta Human Rights Acts. |
| Accepted Vaccine | A COVID-19 vaccine that has been approved for use by Health Canada and/or The World Health Organization. |
| Asymptomatic (Rapid) COVID-19 Testing | COVID-19 testing in situations where an individual does not have any symptoms of COVID-19. May be used to show proof of not having COVID-19. |
| Campus | The physical location of Robertson College in Calgary, Edmonton, and Winnipeg. |
| College Community | The College Community is comprised of individuals who study, teach, work, volunteer, or participate in activities or studies provided by Robertson College. |
| Fully Vaccinated | An individual is considered fully vaccinated: <ul style="list-style-type: none"> • 2 weeks (14 days) after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or; • 2 weeks (14 days) after a single-dose vaccine such as Johnson & Johnson's Janssen vaccine |
| Medical Exemption | Grounds to be exempted from getting a COVID-19 vaccine based on a medical condition, or the risk of substantive injury and/or disability. |

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| Partially Vaccinated or Partial Vaccination | An individual is considered Partially Vaccinated when: <ul style="list-style-type: none"> • they have only received only one dose of a two-dose vaccine • it is less than 14 days after receiving the second dose of a 2-dose vaccine. |
| Proof of Vaccination | A physical government-issued immunization card, an electronic QR code issued by a provincial health authority, or another officially issued document. |
| Verification of Vaccination Status | The college process by which individuals will provide proof of vaccine for admission to campus. |
| Undue Hardship | Special or specified circumstances that partially or fully exempt a person or organization from performance of a legal obligation so as to avoid an unreasonable or disproportionate burden or obstacle. |
| Unvaccinated | An individual is considered unvaccinated if: <ul style="list-style-type: none"> • they have not received any doses of an approved vaccine. • they receive the second dose of an approved vaccine less than 2 weeks after the first dose of a 2-dose vaccine. • they do not receive the second dose of a 2-dose vaccine • they have received a vaccine that is not approved. |

D. POLICY

For the health and safety of the Robertson College community, Robertson is requiring full vaccination against COVID-19 as a condition of attending campus for any reason starting October 1, 2021

Students, staff and visitors will be required to have received the first dose of the COVID-19 vaccine by October 1, 2021, and second dose of a two-dose vaccine by November 30, 2021, in order to access the Robertson College campus.

Individuals who are unable to get vaccinated for medical reasons will be required to apply for accommodations (see section D4) and be required to

provide regular and frequent negative COVID-19 test results (see section D5) in order to access campus.

Individuals who are unwilling to be vaccinated will be required to discuss their work/study situation with their direct supervisor (in the case of Robertson team members) or the Manager of the School in which they are studying (in the case of students). These individuals will be required to provide regular and frequent negative COVID-19 test results (see section D5) in order to access campus.

This policy may be modified or revoked at any time based on changes in circumstance or in response to evolving guidance, regulations, and/or directives of federal, provincial, or local health authorities for fully vaccinated, partially vaccinated, and unvaccinated individuals.

1. ACCEPTED VACCINES

- 1.1 Robertson will accept COVID-19 vaccines approved by Health Canada and/or the World Health Organization;
- 1.2 Vaccines other than those approved by Health Canada and/or the WHO will not be accepted.

2. VERIFICATION OF VACCINATION STATUS

- 2.1 Individuals attending or visiting campus will be required to provide proof of having been fully vaccinated with an approved vaccine or, during the grace period (see section D3) of having received the first dose of a two-dose vaccine.
- 2.2 Individuals will be required to provide proof of vaccination by following the procedures as outlined by the College.
- 2.3 All personal health information related to the proof of vaccination will be collected and stored according to Robertson's Confidentiality of Student Information and Records Policy, The Freedom of Information and Protection of Privacy Act (FOIP Act, Alberta) and the Province of Manitoba's Personal Health Information Act (PHIA).

3. PARTIAL VACCINATION AND GRACE PERIOD

- 3.1 The Grace Period is from October 1, 2021 to November 30, 2021.
- 3.2 Individuals who are partially vaccinated (have received one dose of a two-dose vaccine) will be able to be on campus during the Grace

Period until they have received their second dose of a two-dose vaccine.

- 3.3 At the end of the Grace Period, individuals who are partially vaccinated will not be permitted on campus until they have received the second dose of the two-dose vaccine.
- 3.4 The Grace Period does not apply to individuals who have not received any doses of the vaccine
- 3.5 The Grace Period applies to partially vaccinated students and employees, but not to other partially vaccinated individuals who are accessing the campus (visitors, for example).

4. ACCOMMODATIONS

- 4.1 Robertson will consider individual requests for accommodation based on medical grounds.
- 4.2 Students who require accommodations under this policy are required to follow the request for accommodations process detailed in the Accommodation and Accessibility policy, including providing documentation from a medical professional.
- 4.3 Robertson team members and instructors who require accommodations under this policy should submit a formal request, including documentation, to their manager.
- 4.4 Individuals who receive accommodations may be accommodated through measures other than being granted access to campus. This may include accommodations related to on-campus scheduling.
- 4.5 Individuals who receive accommodations will be accommodated to the point of undue hardship.
- 4.6 Accommodations will not be extended to campus visitors.
- 4.7 Individuals with accommodations will be required to undergo regular asymptomatic testing as a condition of entry to campus.

5. ASYMPTOMATIC TESTING

- 5.1 Individuals who are not vaccinated and who have not received approved accommodations signed by the accommodations office or, in the case of Robertson Team members and instructors, their manager, will be required to provide regular and frequent negative COVID-19 test results as a condition of entry to campus.
- 5.2 Individuals with accommodations will be required to undergo regular asymptomatic testing as a condition of entry to campus.

6. CONTRACTORS, VISITORS, AND OTHER ATTENDEES

- 6.1 Service providers and contractors must ensure that their employees and subcontractors who attend campus are fully vaccinated.
- 6.2 Sending an employee or subcontractor who is not fully vaccinated to campus may be deemed cause for the College to terminate the contract.

E. RELATED LEGISLATION

Manitoba Human Rights Code

Alberta Human Rights Code

Freedom of Information and Protection of Privacy Act

The Freedom of Information and Protection of Privacy Act (FOIP Act, Alberta)

Province of Manitoba Personal Health Information Act (PHIA)

F. PROCEDURE

| Action | Responsibility |
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| COVID- 19 Vaccination or accommodation request | Robertson Community Member |
| Provide proof of vaccination upon entry to campus, or as per the process at the campus in question. | Robertson Community Member |
| For Accommodations requests: | |
| - submit request | Robertson Community Member |
| - process request | - Accommodations Office or (in the case of team members) manager |
| - provide accommodations letter to individual | - Accommodations Office or (in the case of team members) manager |
| For Asymptomatic (rapid) testing (accommodations and unvaccinated): | |
| - submit to a COVID-19 test | Robertson Community Member |
| - provide negative test results as per campus process | Robertson Community Member |

G. SUPPORTING DOCUMENTATION

None

[Accommodation and Accessibility Policy](#)

[Confidentiality of Student Information and Records Policy](#)

[COVID-19 Policy for Students, Instructors, and Staff in Manitoba](#)

[COVID-19 Policy for Students, Instructors, and Staff in Alberta](#)

[Robertson Vaccination Policy - School of Health](#)

A. RELATED MATERIALS

[Information about COVID-19 Vaccinations in Manitoba](#)

[Information about COVID-19 Vaccinations in Alberta](#)

[Vaccination Policy FAQs](#)

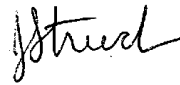
Approved by: Robertson College Leadership Team

Date: September 14, 2021

Signatures:



Terena Caryk
VP, Product Development



Joanne Struch
VP, Teaching & Learning



Belinda Loschiavo
VP, Operations and International



Jason Locke
VP, Operations and
Microcredentials