

# **TDSB COVID-19 MANDATORY VACCINATION PROCEDURE**

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## **Planning and Priorities Meeting**

October 14, 2021



# Rationale

- Affirms TDSB's commitment to providing and maintaining a safe work and learning environment for all
- Requires employees, trustees and other identified individuals to be fully vaccinated against COVID-19 or have an accommodation or exemption, to enter a TDSB workplace
- Follows Ministry of Education direction, Ontario's Chief Medical Officer of Health instructions, and the Board of Trustees' Resolution. It is consistent with the Occupational Health and Safety Policy, advice from Toronto Public Health, the Occupational Health and Safety Act and the Human Rights Code.

# Impacted Individuals

This procedure applies to:

- All school board employees/staff, including daily and long-term occasional teachers and casual education workers
- School board Trustees
- Student transportation drivers
- Individuals frequently attending the TDSB workplace or engaging in Board related activities or functions and have direct contact with staff or students (i.e. students on educational placements, volunteers, permit holders, contractors, others who work on Board property such as child care providers)

This procedure does not apply to individuals who work remotely and whose work does not involve in-person interaction.

# Key Components of Implementation

- Data Collection, Reporting, Privacy
- Attestation
- Rapid Antigen Testing
- Accommodation Process
  - Medical exemptions
  - Creed based exemptions
- Education Program
- Exclusions
- Communications
- Compliance

# Data Collection, Reporting, Privacy

**MyVaccination Status Responses as of  
October 13 2021:**

- Of responses received to date, approx. **92.3%** of staff have reported that they are fully vaccinated.
- **2.6%** of respondents have completed at least one or more shots
- In total **94.9%** are completely vaccinated or moving towards full vaccination

# Attestation Process

**MyVaccination Status Responses as of  
October 13 2021:**

- Of the almost 40 000 staff 89.2 % of staff have completed the attestation process
- We continue to actively reach out to those that have not as yet completed the attestation

## Rapid Antigen Testing

- All staff who are not fully vaccinated or have not disclosed their vaccination status are expected complete and report the result of a Rapid Antigen Test twice per week (Mon\Thur)
- Testing Kits have been provided at all schools and most central office locations
- Staff report results in the Service Now Application or through the Online Web Portal
- All staff are expected to use the Service Now App or Web Portal to complete the Daily Health Self-Assessment

## Accommodation Process

The Board recognizes its responsibilities and duties under the Human Rights Code. We have established key procedures for staff where needed to request an exemption based on medical or Creed accommodation

This duty to accommodate must be balanced against the Board's obligations to protect the health and safety of employees and students

### Medical Exemptions

- All exemption requests must be sent to the Disabilities Management Department with supporting medical documentation

### Creed Based Exemptions

- All exemption requests must be sent to Employee Services with supporting documentation
- While accommodation requests are being processed, staff must continue to attend work and follow all TDSB COVID-19 health and safety measures



## Education Program

Individuals who are not fully vaccinated or who have not disclosed their vaccination status with the exception of individuals who have requested an exemption must complete a mandatory education program supplied by the Government of Ontario

Individuals undergoing the education program are still required to meet the full vaccination requirement by November 1, 2021

The vast majority of those who have completed the attestation and are unvaccinated have completed the education program



## Exclusions

The procedure does not apply to individuals who work remotely and whose work does not involve in-person interactions with staff or students

We are currently identifying those individuals and positions that fit the above criteria to remove them from our total

Staff who return early from secondment or leave are expected to be fully compliant with the procedure upon their return post November 1, 2021



## Communications

- TDSB continues to reach out to all employee groups through a myriad of forms to work towards full compliance
- We have reached out to staff through the following mediums:
  - a) Email correspondence
  - b) School messaging via telephone
  - c) Direct written communications to home address
- Our focus remains those staff who have not completed the attestation process and those who are identified as not fully vaccinated

## COMPLIANCE

### We continue to use all tools available to encourage staff compliance

#### Attestation

- Those who have not completed the attestation will continue to receive regular communication with respect to compliance
- Individuals who make false attestations related to being vaccinated will be subject to disciplinary action, up to and including termination for employees, voiding of contracts for clients and contractors and removal access to/restriction from Board premises for visitors and volunteers on such conditions and/or for such duration as determined by the Board.
- All communication provided to staff clearly outlines the expectations with respect to the need for compliance and the process to undertake to indicate compliance with the procedure
- Shortly all staff who have not completed the attestation will be considered unvaccinated

#### Antigen Testing

- Unvaccinated staff or those who have not disclosed their vaccination status are expected to complete and upload results of the twice a week rapid antigen testing to the Health Assessment App/Web portal
- Employees who fail to upload the results will not be able to pass the daily health screening and are unable to report to work

# COMPLIANCE

## Full Vaccination

- All individuals must have completed the full course of vaccination by November 1, 2021 and be fully vaccinated within 14 days afterwards(subject to exemptions).
- Staff who have not fully complied with the procedure will have failed to make themselves available for work
- Staff will be placed on administrative home assignment without pay unless the individual has been granted a medical or creed based exemption
- Staff should attend work post Nov 1 until contacted by ES or immediate supervisor
- New employees and other individuals must be fully vaccinated prior to their first day (subject to exemptions)



# Questions?



