

COVID-19 Protocol

1. The DDSB recognizes the importance of immunization as a key element to help keep school settings safe.
2. The purpose of this document is to outline the DDSB's expectations and processes with respect to COVID-19 vaccination in order to protect the DDSB's staff and students. Reference in this document to vaccination or to a vaccine is in reference to a COVID-19 vaccination authorized for use in Canada.
3. Pursuant to the requirements of the Province, by September 7, 2021, all DDSB employees, Trustees, and student transportation drivers as well as all individuals attending on school premises frequently and having direct contact with staff or students including students on educational placement, volunteers, those who provide professional services to children at school and visitors, including third-party contractors, are required to attest if they are fully vaccinated against COVID-19, with proof to follow (the "Attestation").
4. The DDSB Attestation form for employees is now live and can be found on employee self serve.
5. Any third-parties with employees, students or volunteers covered by this Protocol shall provide the DDSB with a certificate confirming that they have received completed Attestations from all their employees, students or volunteers, as the case may be.
6. The Attestation allows individuals to note if they have a valid medical exemption. For those that have a medical reason for not being vaccinated, documentation from either a physician or a nurse practitioner is required (note: a nurse practitioner is a registered nurse who holds an extended certificate of registration under the Nursing Act, 1991). The documentation from the physician/nurse practitioner must specify whether the reason is permanent or time-limited. If time-limited, the documentation should indicate how long the medical reason is expected to last. If an individual is unable to receive their vaccine for a medical reason but that reason is valid for a limited time, the DDSB will follow-up to ensure the individual re-submits the Attestation.
7. Individuals who are not fully vaccinated or who prefer not to disclose their vaccination status are to indicate this on the Attestation form. All such individuals still must complete the form. Submission of a completed Attestation is mandatory. Further, all such individuals must:
 - a. Undergo regular COVID-19 Antigen Testing ("COVID-19 Test") and provide proof of a negative result as required by Ministry of Education in order to gain access to any DDSB building (testing will be at no cost to DDSB employees); and

- b. Complete a mandatory education program as prescribed by the Ministry of Education.
8. If an individual covered by this protocol is unable to be vaccinated due to a protected ground as defined by the Ontario Human Rights Code (the “Code”) and is otherwise in full compliance with this Protocol, the DDSB will consider accommodations in accordance with the Code to the point of undue hardship. Any duty to accommodate must be balanced against the Board’s obligations to protect the health and safety of employees and students. Due to the serious health threat COVID-19 presents to the public, any requests for accommodation must be submitted in writing to hrrp@ddsb.ca and must provide sufficient supporting material.
9. Depending on individual circumstances possible accommodations may include additional measures related to risk mitigation such as masking, physical distancing or may include remote arrangements, work-from-home arrangements, leave of absence and/or restructured duties and responsibilities. In all cases, COVID-19 testing will be required if attending at any DDSB premises.
10. Personal information and personal health information are collected in compliance with the Municipal Freedom of Information and Protection of Privacy Act, under the authority of the Education Act, RSO 1990, c. E-2, as amended, Section 169.1(1), and the Ministry's COVID-19: Immunization Disclosure Policy & Testing Requirements. The information collected through this confidential disclosure will advance safety in schools and promote the province's vaccination policy to support the health and well-being of students, families, and communities. Questions regarding the collection of this data should be directed to your supervisor or the Human Resources Superintendent Heather Mundy.
11. Should any employee covered by this protocol fail to comply with any of the above or related directives as prescribed by the Board, consistent with the Ministry of Education and/or the Chief Medical Officer of Health, they may be subject to discipline, an unpaid leave or not being paid for not being able to work, at the sole discretion of the DDSB.