



## Wheelchair Rugby Canada

### COVID Vaccination Policy

*Approved September 2021*

#### PURPOSE

Wheelchair Rugby Canada (WRC) has a responsibility to provide and maintain a safe environment for its ***employees, contractors, directors, national program coaches, and national program athletes (this policy is specific to these individuals who, for the purposes of this policy, will be referred to as the “Stakeholders”***) and an obligation to eliminate known hazards and dangers in our working environment, sites and events.

COVID-19 represents a significant health risk to our Stakeholders and the community at large.

This Policy is necessary to ensure that WRC meets its obligations to provide a safe environment by reducing the potential spread of COVID-19.

#### SCOPE

Wheelchair Rugby Canada’s “Stakeholders” are required to be fully COVID-19 vaccinated unless an accommodation request is approved by the WRC COVID Officer, in consultation with medical or other experts, and in accordance with applicable human rights legislation, and national and provincial health and safety guidelines.

“Stakeholders” who do not receive at least one dose of the COVID-19 vaccine by October 15, 2021, in accordance with this Policy, may be placed on unpaid leave and/or suspended from participation in WRC activities and programs until they are capable of safely returning to work, activities and programs, granted an accommodation as set out below, or terminated.

## DOCUMENTATION

Wheelchair Rugby Canada “Stakeholders” are required to provide proof of vaccination by emailing this documentation to the WRC COVID Officer.

Acceptable documents serving as evidence of COVID-19 vaccination include:

- A provincial digital or physical Dose Administration Receipt
- A provincial or national digital QR code
- A provincial or digital vaccine card
- Medical records signed by a licensed health care provider on that provider’s letterhead indicating vaccine name and date(s) of administration.

WRC will comply with all requirements under applicable privacy legislation regarding the storage of personal health information to ensure that this information is maintained in a secure and appropriate manner.

## PROCEDURE

WRC expects that “Stakeholders” capable of receiving COVID-19 vaccines will have received at least one vaccine dose by October 15, 2021.

“Stakeholders” must provide proof of full vaccination, or have an approved accommodation in place, to continue work, activities and programs after November 1, 2021.

## NOTIFICATION

If a “Stakeholder” is exposed to COVID-19 or develops any symptoms related to COVID-19, they must disclose their exposure risk to WRC immediately.

“Stakeholders” are required to follow the applicable rules set out by their provincial, and the national, health authority.

## ACCOMMODATION

WRC recognizes that some “Stakeholders” will be unable to receive a COVID-19 vaccination for a range of reasons, including medical and religious beliefs.

If any “Stakeholder” is seeking an accommodation to be exempted from this policy, a request for accommodation must be submitted to the WRC CEO.

This request must include all supporting documentation. For example, in the case of a request for a medical accommodation, medical documentation from a treating medical doctor including whether a medical reason is permanent or time limited.

WRC reserves the right to have accommodation medical documentation reviewed by an applicable medical doctor and to make appropriate inquiries regarding the accommodation request.

Please note that with respect to the COVID-19 pandemic that a belief or personal preference against vaccinations and/or masks is not grounds for accommodation.

Once this request is received, WRC will review the request and, if necessary, meet with the “Stakeholder” to determine whether accommodation is possible in the circumstances.

The accommodation process is a shared responsibility. All parties should co-operatively engage in the process, share information, and consider potential accommodation solutions. “Stakeholders” who are requesting an accommodation are required to:

- Make the accommodation needs known to the best of their ability, preferably in writing, in a timely manner;
- Answer reasonable questions or provide information about relevant restrictions or limitations, including information from health care professionals;
- Take part in discussions about possible accommodation solutions;
- Co-operate with any experts whose assistance is required to manage the accommodation process;
- Meet agreed-upon performance standards and requirements, once accommodation is provided; and
- Work with WRC on an ongoing basis to manage the accommodation process.

Possible accommodations include:

- Wearing a mask at all times when on-site;
- Being tested twice per week for COVID-19 by an approved testing facility, at the cost of the “Stakeholder.”

If an accommodation is not possible, the “Stakeholder” will be placed on unpaid leave and suspended from participation in all activities and programs until they are capable of safely returning to work, activities and programs.

#### COMPLIANCE

“Stakeholders” who make false statements about, or provide false documents related to, being vaccinated may be subject to disciplinary actions, up to and including termination of employment and/or suspension from participation for cause.

#### MODIFICATION

WRC reserves the right to amend this policy from time to time as circumstances change.