

## 1.0 Purpose

This policy outlines the requirements for COVID-19 vaccination established by the Building Trades Advancement College (BTAC) to ensure the health and safety of students enrolled in BTAC programs. BTAC will now require COVID-19 vaccination for all students, faculty and staff who intend to access the College on or after September 7, 2021 (1<sup>st</sup> dose) and October 15, 2021 (2<sup>nd</sup> dose).

## 2.0 Scope

This policy applies to students applying to attend programs offered by BTAC.

## 3.0 Definitions

<b>College</b>	Building Trades Advancement College
<b>OH&amp;S Act</b>	<i>Nova Scotia Occupational Health and Safety Act</i>
<b>HPA</b>	<i>Health Protection Act</i>
<b>PCC Act</b>	<i>Nova Scotia Private Career Colleges Act</i>
<b>PCC Regulations</b>	<i>Nova Scotia Private Career Colleges Operational Regulations</i>
<b>Proof of Vaccination</b>	Health Canada approved COVID-19 vaccination including 2 week period from date of 2 <sup>nd</sup> shot
<b>staff</b>	Paid and nonpaid persons who regularly operate the College and its programming (including administrative staff, instructors, mentors, etc.)
<b>student</b>	Any person enrolled at the college (current, future or past)
<b>student file</b>	Documents including graded tests, assignments, transcripts, attendance records, complaints made by the student, payment records, refund records, correspondence with the student, proof of program completion, student contract, and documentation of the student's prerequisites

## 4.0 Policy

### 4.1 General

The health and safety of students enrolled at BTAC is of the utmost importance and as such the College strives to take all reasonable precautions to ensure a healthy and safe learning environment. It strives to balance the interests between health and safety, human rights and privacy concerns. COVID-19 is a highly transmissible biological hazard with significant short and long-term health risks including death. Vaccination is a proven, highly effective tool in the prevention and spread of COVID-19, and is readily available at no cost.

## 4.2 Classroom and Lab Environment

- a) COVID-19 risk of transmission is greatest in indoor settings such as classrooms, and working in close proximity with other people (i.e. during lab times and work-terms on job-sites);
- b) Lab time for BTAC programs requires working collaboratively in close proximity with others and often requires physical exertion that may result in heavy breathing;
- c) BTAC students are dispatched for work-terms whereby contractors are required to follow the health protocols of the project owner which may include a requirement for full vaccination.

## 4.3 Full Vaccination Requirement

- a) Any applicant applying for a BTAC program will be required to provide proof of vaccination prior to attending the first class of the program;
- b) There may be students that for health or religious reasons may not be able to be vaccinated against COVID-19, and so proof of this exemption will be accepted as fulfilling the requirement of this policy;
- c) Proof of vaccination needs to be shown to a recognized member of BTAC.

# 5.0 Procedures

## 5.1 Proof of Vaccination

- a) Proof of full vaccination must be in a recognized form of proof of vaccination from the jurisdiction the vaccine was received;
- b) Documentation is required on the first day of class;
- c) Documentation needs only to be shown and verified by a staff member of BTAC.

## 5.2 Privacy

BTAC will not take or keep a copy of the vaccination record. Showing proof of vaccination, or exemption will suffice, and the student's record will only indicate that the vaccination policy requirement has been met.

## 5.3 Consequence of Non-Compliance

- a) Students applying to attend a BTAC program that do not meet the requirements of this policy will be denied admission to the program;
- b) The BTAC Tuition Refund Policy will be applied for students denied program entry under this policy.

## 5.4 Term of Policy

This policy will be reviewed each semester to determine whether or not it will remain in force until the risks associated with COVID-19 no longer requires this policy as determined by public health guidelines.

## 6.0 References

### 6.1 Acts and Policies

#### Federal and Provincial Statutes

- Occupational Health and Safety Act
- Private Career Colleges Act
- Health Protection Act
- Private Career College Operational Regulations

#### BTAC Policies

- Tuition Refund Policy

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### Approved By:

Brad Smith

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Interim Training Director, BTAC Board of Directors (Please Print)



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Signature

August 16, 2021

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Date