

COVID-19 VACCINATION POLICY

1. PURPOSE

Gateway Theatre is committed to providing a working environment in which workers are not exposed to undue risk of transmission of or infection by any variant of the SARS-CoV-2 virus known as COVID-19. Evidence continues to demonstrate that fully vaccinated people receive substantial protection against COVID-19 transmission or infection.

The purpose of this policy is to outline organizational expectations with regards to vaccination requirements for all Gateway workers. Regardless of the specifics of this policy, Gateway Theatre highly recommends all workers to be fully vaccinated against COVID-19 for their own health and the health of the broader community.

2. DEFINITIONS

a) Fully Vaccinated

Refers to individuals who are at least seven days past having received all recommended doses of a COVID-19 vaccine approved by Health Canada.

b) Proof of Vaccination

Refers to the BC Vaccine Card as issued by the Province of British Columbia, or the equivalent proof of vaccination as issued by another jurisdiction. Photo ID may be required to verify that proof of vaccination belongs to the holder.

c) Workers

Includes employees, contractors and volunteers of Gateway Theatre.

3. APPLICATION

At its sole discretion, Gateway Theatre will determine the necessity of requiring proof of vaccination for groups of workers whom it decides need to be fully vaccinated. These groups will be determined on the basis of factors including:

- the extent of prolonged close contact with other workers and the public
- whether masks can be worn or barriers employed
- whether remote working is an option
- the implications of risk to Gateway Theatre's operations in the event of COVID-19 exposure and/or potential transmission
- whether outbreaks have previously occurred in cases where a group has been working for some time in the current conditions
- current Public Health advice

Gateway Theatre can restrict or deny access to work for workers who cannot demonstrate compliance with this policy.

At present, all workers directly involved in realizing Gateway Theatre's artistic offerings, including, but not limited to: performers, stage managers, directors, designers, IATSE crew, Production Services staff, front of house staff, front of house volunteers, event hosts and co-ordinators, are required to demonstrate proof of being fully vaccinated. Where there is uncertainty about whether a worker falls into this group, the decision will be made by the Executive Director.

4. EXEMPTIONS

This policy will be applied in accordance with the BC Human Rights code. Individuals may be exempt from this policy if enforcement thereof constitutes discrimination in employment, and where accommodation of that worker does not place an undue burden on Gateway Theatre.

An individual claiming a medical exemption from this policy must be able to provide written proof of a medical reason, provided by either a physician or nurse practitioner, that sets out that the person cannot be vaccinated against COVID-19, and the effective time period for the medical reason (i.e., permanent or time-limited).

An individual requesting an exemption must notify Gateway Theatre at the time they are offered work. It should be noted that personal and/or philosophical objections to vaccination are not considered sufficient grounds for accommodation, and accommodating unvaccinated workers may not be possible in every case.

5. RESPONSIBILITIES

The responsibility for requesting confirmation of vaccination status and receiving proof of vaccination from an individual belongs to the Gateway Theatre staff member responsible for their hiring and supervision. Supervisors must be equipped to verify workers' proof of vaccination using the BC Vaccine Card Verifier app; simply viewing a vaccine card is not sufficient verification.

Workers must confirm whether or not they are fully vaccinated at the time they are offered work. Workers must demonstrate proof of vaccination when it is requested, which may be in advance of, or may be on the first day of, the term for which they are employed. Failure to offer proof of vaccination when it is requested constitutes grounds for a supervisor to terminate or suspend a working agreement.

In most cases, no information regarding a worker's vaccination status will be stored. This may mean that short-term workers returning for a new term of work are asked to reconfirm their status. In the case of volunteers, vaccination information will be recorded and stored securely, accessible only to staff responsible for scheduling volunteer shifts. Any information stored will be in accordance with applicable privacy legislation and will be destroyed when it is no longer required for business, legal or operational reasons.

Failure on the part of a Gateway Theatre staff member to confirm proof of vaccination does not exempt any individual from the requirement to be in compliance with this policy.

6. SCOPE

This policy is to remain in effect until such time as Gateway Theatre can reasonably determine that this policy is no longer a reasonable requirement or effective in achieving its purpose.

7. CHANGES TO THIS VACCINATION POLICY

As the status of the pandemic changes and/or legislation or public health advice changes, we reserve the right to change this policy and notify workers by distributing an updated version.

8. POLICY REVIEW

This policy will be reviewed by the Executive Director on an ongoing basis.

Creation Date: 21 October 2021