



## **Community Language Schools Operating Onsite** **Frequently Asked Questions**

***Information current as of 29 April 2022***

### **Can my community language school operate on-site?**

Community language schools (CLS) can operate with face-to-face learning on school and non-school sites.

### **Do I need to wear a mask onsite?**

While strongly recommended if physical distancing cannot be maintained, face masks are not required in any school settings. Any students or staff members who wish to wear a mask may do so, including those who are medically at-risk. Additionally, any staff or students who are identified as close contacts must wear a mask indoors.

### **Do I need to check in?**

No, you do not need to check in using a QR code on arrival to a CLS.

### **Where can I find the latest COVID-19 Safety Management Plan (COVIDSafe Plan) for schools?**

The COVID-19 Safety Management Plan (COVIDSafe Plan) applies to all schools and outlines the key OHS risks and links to the latest guidance. All schools must have a copy of this plan available at their school.

A copy of the most up to date COVIDSafe Plan is available here:

<https://www.coronavirus.vic.gov.au/covidsafe-plan>

You can find COVIDSafe Plans in Language Other Than English here:

[https://www.coronavirus.vic.gov.au/covidsafe-plan#covidsafe-plan-in-languages-other-t  
han-english](https://www.coronavirus.vic.gov.au/covidsafe-plan#covidsafe-plan-in-languages-other-than-english)



## **Am I required to be vaccinated to work at my CLS?**

To continue working onsite, CLS staff and volunteers will need to provide evidence to their employer they have received two doses of the COVID-19 vaccine or have a valid proof of medical exemption ([excepted person](#)).

## **Am I required to collect and record vaccination information for staff and volunteers working at my community language school?**

Yes. CLS are required to keep a record of vaccination information for all staff/volunteers. **Students, parents, or other visitors do not need to provide vaccination information.**

## **What information do I need to collect?**

When collecting vaccination information from CLS staff and volunteers, a record should include:

- the name of the worker or individual accessing the site
- their vaccination status
- their vaccine appointment booking (if relevant)
- who sighted the evidence
- the date the evidence was sighted
- the nature of that evidence that has been provided (for example, COVID-19 vaccine digital certificate, immunisation history statement, or medical exception letter or certificate).

## **Where can I get a simple registration document template to collect, record, and hold vaccination information?**

CLS can adapt the [COVID-19 Vaccination Status Register – Visitors and Volunteers Working on School Sites \(Word\)](#) – which is an optional template available for use by schools to record vaccination information for visitors and volunteers working on school sites.



## **What is considered vaccination information?**

Vaccination information includes information that is derived from a record of information that was made under, or in accordance with, the Australian Immunisation Register Act 2015 (Cth) and can be shown in documents such as:

- a certificate of immunisation (for example, a COVID-19 digital certificate)
- an immunisation history statement obtained from the Australian Immunisation Register
- a COVID-19 medical exemption certificate issued by the Australian Immunisation Register.

## **Who is considered a medically excepted person?**

A person may be able to show that they are an '[excepted person](#)'. Staff and volunteers working on CLS sites who are considered 'excepted persons' may attend CLS sites to conduct their work.

This is a very limited category and applies only if the person has obtained an Australian Immunisation Register immunisation medical exemption certificate from their medical practitioner that they are unable, due to a medical contraindication or an acute medical illness (including recent COVID-19 infection), to receive a dose, or a further dose, of a COVID-19 vaccine.

It is not necessary for CLS to assess the validity of medical exemption certificates.

## **Do I need to keep collecting information throughout the year?**

CLS do not need to collect vaccination information that is already collected, but CLS staff and volunteers should be encouraged to update any change in their vaccination status.



## **What are the vaccination requirements for parents, carers, and other visitors not performing work at my CLS?**

Parents, carers and other adult visitors are no longer required to show evidence of a COVID-19 vaccine if not performing work or volunteering at the school.

## **Do I have to provide evidence of staff/volunteer vaccination to the mainstream school, if we operate from their site?**

Schools are no longer required to collect proof of vaccination from community language schools who use or hire school facilities.

## **What do I do if a positive case arises at my CLS?**

If a positive case has attended the CLS, the case needs to be excluded from any on site learning until they have finished their isolation period and are symptom free.

When CLS staff learn about a positive case on a site, they are required to notify staff, and strongly recommended to notify students of their exposure. Staff and students should then monitor for symptoms, and if symptoms appear, must use a rapid antigen test, or get a PCR test if unable to access a rapid antigen test.

Exposed persons without symptoms are strongly recommended to use a rapid antigen test daily for 5 days.

If this case tested positive on a rapid antigen test, please remind them to register the positive with the Department of Health on the [COVID-19 Positive Rapid Antigen Test Self-Reporting Form](#) found [here](#) or by calling **1800 675 398**. The hotline has a translator service that operates in over 30 languages.

By registering a result, cases will have access to COVID Positive Pathways, which provides clinical care and support at home for Victorians with a case of COVID-19. The program is delivered by Victorian hospitals, community health services, GPs, and other providers, and coordinated by the Victorian Department of Health. The program also connects people to other important services they may need while they're unwell,



including emergency accommodation, food relief, and alcohol, drug, mental health, and family violence support services. You can read more about [COVID Positive pathways here](#).

## **Do parents need to perform rapid antigen testing before attending on-site at the CLS?**

No. Students can attend CLS if they are well and not required to isolate or quarantine. They do not need to have a negative rapid antigen test to attend the CLS, provided they are not a close contact.

## **What do I do if someone in my school is an identified household close contact?**

Students and staff should follow the [advice for COVID contacts](#). Alternate arrangements should be made for remote learning if a student or staff member becomes a close contact.

If this is not practical, close contacts who are asymptomatic are permitted to continue to attend the CLS. They are required to inform the CLS that they are attending during the 7-day period. They are required to wear a face mask onsite, maintain physical distancing, practise hand hygiene, and undertake a rapid antigen test. CLS are not required to seek rapid antigen test results.