

## COVID-19 Vaccination and Mask Policy

Last review date: Mar 2022

Last changed date: Mar 2022

### **Purpose**

Our workplaces are at high risk of transmission as we work closely with others (often less than 1m), often within close spaces, for a length of time (over 15 minutes) and with vulnerable people. NZRDA is committed to keeping its people safe from the risks of contracting and transmitting COVID-19.

This Covid-19 Vaccination and Mask Policy (Policy) applies to all NZRDA people, visitors, clients and caregivers/whanau of clients.

RDA people includes employees, contractors (in RDA roles such as Coach or Horse Manager) and volunteers.

The organisation will store and maintain vaccination information in line with the requirements of the Privacy Act (2020), the Code of Health and Disability Services Consumers' Rights, and under any applicable COVID-19 legislative requirements.

### **Policy Statements**

- Effective from **4 April 2022 11.59pm** anyone can enter an RDA site regardless of vaccination status.
- At Red and Orange Traffic Light settings masks will be required to be worn in any indoor setting. At Green NZRDA would require you to wear one when it is a high-risk setting and hard to physically distance.
- At all Traffic Light settings masks will be required to be worn in any outdoor setting when it is a high-risk setting and hard to physically distance.
- Coaches needing to communicate with riders by removing their masks can do so but must maintain a physical distance of 2 meters whilst indoors.
- If anyone contracts COVID-19 they will need to isolate for seven days and provide a negative test before coming on site.

### **Record Keeping**

- As at 11.59pm 25 March 2022 mandatory record keeping is no longer required. You will no longer need to ensure people scan in, provide an alternate way of recording visits or to display a QR code. Mandatory record keeping may need to return if another variant of concern arrives in New Zealand.
- Please note you are still required to keep track of who is on site for your internal Health and Safety and Operational Certificate requirements.

- NZRDA aims to respond quickly and effectively to the developing requirements of government COVID-19 policy and will issue practical advice which will be deemed to be part of this policy if issued in writing and titled “NZRDA Covid-19 Vaccination and Mask Policy Update”.
- Schools will need to know that all RDA Groups are operating under terms of the NZRDA COVID- 19 Vaccination and Mask Policy. A copy of the policy should be provided to any school requesting it.
- This Policy should be clearly displayed in all RDA Groups to inform everyone about the requirements.

### **Continue to Maintain Healthy Habits**

- Stay home if you are sick
- Wash your hands or use hand sanitizer
- Cough or sneeze into your elbow
- Clean or disinfect shared surfaces regularly
- Improve ventilation
- Keep your distance from people you do not know.