

# COVID-19 Employee Vaccination Policy



<b>Policy Number:</b> 02.074	<b>Responsible Office:</b> Human Resources	<b>Governing Body:</b> COVID Safety Team (convened by College Council)	<b>Last Review Date:</b> 06/15/2021
<p><b>Scope:</b> Antioch College is a four-year residential college, and on-campus learning and living are integral parts of who we are as an institution. To ensure that our campus is safe for the entire Antioch community to return to school and work, all faculty and staff are required to provide proof of COVID-19 vaccination.</p> <p>This policy applies to all students, employees and staff, except as otherwise indicated herein. This policy applies to any COVID-19 vaccine authorized and recommended by the U.S. Food and Drug Administration (“FDA”), hereinafter “COVID-19 vaccine”. Any material changes to this policy will be communicated to employees, vendors and visitors as soon as available.</p>			

## I. Introduction

This policy formalizes the recommendation from the COVID-19 Safety Team to require COVID-19 vaccinations for all faculty, staff, and students with medical and religious exemptions. On June 15, 2021, the Senior Vice Presidents accepted this policy recommendation from the COVID-19 Safety Team, and this vaccination requirement was announced to all faculty, staff, and students.

Consistent with the duty to provide and maintain a workplace free of recognized hazards, Antioch College (“Antioch”) has adopted this policy to safeguard the health and well-being of its students, employees, staff and their families, visitors, and the community, from the risks associated with COVID-19. This policy is intended to comply with applicable federal, state, and local guidance and authority, including guidance from the Centers for Disease Control and Prevention (CDC) and public health and licensing authorities.

## II. Policy

Beginning August 2, 2021 (hereinafter, the “Effective Date”), Antioch will require all employees seeking to enter Antioch’s Campus to (a) confirm they received the COVID-19 vaccine; or (b) obtain an approved exemption as an accommodation.

All employees will be required to receive the COVID-19 vaccine on or before the Effective Date unless the employee is approved for an accommodation or for remote work.

Unless the employee is granted an accommodation, beginning on the Effective Date employees must receive prior approval for working remotely via video conferencing, telephonic conference calls, and/or by other remote means. Antioch retains exclusive discretion on approval or denial of remote arrangements for any employee not granted an accommodation after the Effective Date. The process for seeking an accommodation is set forth below.

To confirm an employee has received a vaccination, individuals must present written evidence of immunization from an authorized healthcare provider, pharmacy or other vaccination clinic. The written authorization should include dates and type of vaccination and no medical or genetic information. Antioch regards the written authorization as confidential.

Non-vaccinated employees may attend Antioch events and meetings held off-premises so long as the student, employees or staff members maintain compliance with all rules of such venue, including rules pertaining to masks, distancing, ventilation, and sanitation.

### **Requests for Exemptions as Accommodations**

To assist any employee who is disabled, pregnant, a nursing mother, has a qualifying medical condition that contraindicates the vaccination, or objects to being vaccinated on the basis of a sincerely held religious belief or practice, Antioch will engage in an interactive process to determine if a reasonable accommodation can be provided that does not create an undue hardship on Antioch and/or does not pose a direct threat to the health or safety of others in the workplace and/or to the student, employee or staff member. To request an accommodation for one of the above reasons, please notify Human Resources ([hr@antiochcollege.edu](mailto:hr@antiochcollege.edu)) by completing the Exemption Request Form (<https://forms.gle/pB9CEQ6h8Ajut8pV8>). Once Antioch is aware of the need for an accommodation, Antioch will engage in an interactive process to identify possible accommodations. If you believe you have been treated in a manner not in accordance with this policy, please notify Antioch immediately by speaking with Hannah Montgomery, [hmontgomery@antiochcollege.edu](mailto:hmontgomery@antiochcollege.edu).

Please direct any questions regarding this policy to the human resources department.