

TERTIARY EDUCATION SETTINGS CORONAVIRUS (COVID-19) – FREQUENTLY ASKED QUESTIONS

3 NOVEMBER 2021 – VERSION 25

This fact sheet is for all tertiary education providers, including Learn Locals, TAFEs, registered training organisations and universities. **This includes organisations located in both metropolitan Melbourne and regional Victoria.**

The information in this document is current as of the date of publication.

Tertiary education providers should familiarise themselves with [Victoria's Roadmap](#), and continue to monitor information as it becomes available via the Department of Health (DH) website. Please refer to the latest information to ensure the most accurate advice.

Can staff members and students attend training providers' premises?

In line with the [Open Premises Directions](#), as at 6pm Friday 29 October 2021 all TAFEs, universities, Learn Locals and other training providers in Victoria may open for the delivery of training and assessment if:

- staff and students meet the requirements outlined below; and
- the organisation adheres to a density quotient (DQ)
 - Indoors: DQ4, no person cap
 - Outdoors: DQ2, 500 person cap.

Students

Students may attend a training organisation to participate in learning and assessment if they can verify they are:

- fully vaccinated; or
- partially vaccinated and are an apprentice or trainee in employment, or student undertaking placement, at residential aged care facilities, healthcare facilities, construction sites and education facilities; or
- under the age of 16 or medically exempt from vaccination; or
- undertaking secondary school subjects; or
- required to participate in hands-on, skills-based learning/assessments which cannot be conducted remotely.

Students who cannot verify they meet the requirements are not permitted to participate in onsite learning or assessment.

To the extent possible, TAFEs, universities and other training providers should continue to ensure that students who are unable to attend onsite have access to digital and remote learning classrooms and materials to enable learning from home.

Staff members

To continue working on-site, from Friday 29 October 2021 all workers (paid or voluntary) in higher education, TAFE, and training and adult education must provide evidence that they:

- are fully vaccinated; or
- had their first dose COVID-19 vaccine by 22 October 2021; or
- are medically exempt from vaccination.

Exceptions to this requirement are currently in place for workers (paid or voluntary):

- providing higher education services that cannot be conducted remotely; or
- involved in the provision of secondary school subjects.

From 26 November 2021, to work on-site all workers must be able to provide evidence to their employer that they have received a second dose and are fully

vaccinated, unless a medical exemption applies.

All staff, students and other site visitors must continue to check-in each visit using the [QR code system](#).

How can someone show evidence of vaccination?

Evidence of a person's vaccination can include:

- their [COVID-19 digital certificate](#) which shows proof of only their COVID-19 vaccinations that they can add to a digital wallet
- their [immunisation history statement](#) which lists their COVID-19 vaccinations and all other vaccinations
- a letter from a General Practitioner.

For more information on proof of vaccinations, visit: [Services Australia](#)

Further general information can be found by visiting: [Information for workers required be vaccinated](#).

To support your organisation communicate the requirement to verify vaccination status, many signs and posters are available [here](#).

Do we have to retain a copy of a person's vaccination status?

Organisations must take all reasonable steps to assure themselves of the vaccination status of anyone attending on-site where required.

Students and other site visitors

Your organisation may implement a system (for example, as part of enrolment) where a student (or other regular visitor to the site) can provide evidence once only that they are fully vaccinated (or exempt) to the operator, who is then required to retain a copy of that evidence line with the [Open Premises Directions](#).

Alternatively, students and other site visitors may show evidence they are fully vaccinated each time they enter the site.

Staff

In line with the [Mandatory Vaccination \(Workers\) Directions](#), employers must 'collect, record and hold' the workers vaccination information.

Are face masks required for training and/or assessment?

Trainers are not required to wear face masks while teaching, but those who wish to do so, can. Trainers must wear face masks in other areas of the facility when not teaching, such as in the break room, unless they have a lawful reason not to.

Students must always wear masks indoors.

Masks are not required outdoors for either students or staff.

If visiting a student at a workplace, or using another site's venue to facilitate our own training, should the student and staff check in using the QR Code established for our own organisation, or the QR code of the site being attended?

[QR Codes](#) represent a specific physical site, and the responsibility for assuring check-in via a QR Code is the responsibility of the operator of the site or organiser of the venue.

For example, when visiting a construction apprentice at their workplace, training provider staff and students must each check-in using the QR Code for that specific workplace (e.g. the construction site).

However, if your organisation is hiring a venue to facilitate training, your organisation is responsible for assuring check-in at that venue.

Are students who are Primary Close Contacts (PCC) permitted to sit senior secondary exams?

A student who is a PCC can sit exams (any exam relating to their senior secondary certificate) and does not need to have been vaccinated in order to do so. This is permitted under the [Diagnosed Persons and Close Contacts Directions](#). Only a

student who is diagnosed with COVID is unable to sit an exam.

What are the arrangements for students and staff in Victorian border communities?

Victorian Residents:

Students and staff who live in Victorian border communities and are enrolled in or work in a TAFE, university or training provider in a bordering state will be able to attend on site if permitted by that State, and in accordance with any relevant travel permits.

NSW and SA Residents:

Students from cross-border communities who reside in NSW or SA but attend a Victorian TAFE, training organisation or university can study on-site in line with the conditions of Clause 8 of the [Border Crossing Permit Directions](#).

Please refer to the [Information for cross-border communities](#) for an updated list of permitted LGAs as this information may have changed.

Please also visit the relevant State's government websites for information relating to current restrictions.

What are the requirements of a COVIDSafe Plan?

A [COVIDSafe Plan](#) for your workplace must demonstrate:

- your actions to help prevent the introduction of COVID-19 to your workplace
- the type of face mask or personal protective equipment (PPE) required for your workforce
- how you will prepare for, and respond to, a suspected or confirmed case of COVID-19 in your workplace
- how you will meet all the requirements set out by the Victorian Government, noting some organisations must meet industry-specific requirements.

COVIDSafe Plans should be reviewed regularly to ensure alignment with current

public health advice. An organisation must have a COVIDSafe Plan in place for each worksite.

Are there resources available to display in my organisation to support the COVIDSafe reopening?

A variety of signs, posters and templates are available [here](#).

USEFUL LINKS

<https://www.coronavirus.vic.gov.au/>
<https://www.coronavirus.vic.gov.au/victorias-roadmap>
<https://www.coronavirus.vic.gov.au/how-we-work-current-restrictions>
<https://www.coronavirus.vic.gov.au/vaccine>
<https://www.coronavirus.vic.gov.au/book-your-vaccine-appointment>
<https://www.coronavirus.vic.gov.au/information-workers-required-be-vaccinated>
<https://www.coronavirus.vic.gov.au/information-cross-border-communities>
<https://www.coronavirus.vic.gov.au/qr-codes-and-digital-record-keeping-contact-tracing>
<https://www.coronavirus.vic.gov.au/mental-health-hygiene-and-wellbeing-tafe>
<https://www.coronavirus.vic.gov.au/tafe-training-providers-apprentices-and-trainees>
<https://www.coronavirus.vic.gov.au/education-and-training-sector-guidance#frequently-asked-questions>
<https://www.servicesaustralia.gov.au/individuals/subjects/getting-help-during-coronavirus-covid-19/covid-19-vaccinations/what-types-proof-there-are/covid-19-digital-certificate-proof>
<https://www.servicesaustralia.gov.au/individuals/subjects/getting-help-during-coronavirus-covid-19/covid-19-vaccinations/what-types-proof-there-are/immunisation-history-statement-proof>
<https://www.health.vic.gov.au/covid-19/directions-issued-by-victorias-chief-health-officer>
<https://www.health.vic.gov.au/sites/default/files/2021-10/open-premises-directions-no-3.pdf>
<https://www.health.vic.gov.au/sites/default/files/2021-10/stay-safe-directions-victoria-no-28.pdf>
<https://www.health.vic.gov.au/sites/default/files/2021-10/covid-19-mandatory-vaccination-workers-directions-no-6.pdf>
<https://www.health.vic.gov.au/sites/default/files/2021-10/covid-19-mandatory-vaccination-specified-facilities-directions-no-11.pdf>
<https://www.health.vic.gov.au/sites/default/files/2021-10/diagnosed-persons-close-contacts-directions-no-32.pdf>
<https://www.health.vic.gov.au/sites/default/files/2021-10/victorian-border-crossing-permit-directions-no-36.pdf>
<https://www.dhhs.vic.gov.au/health-service-planning-covid-19>
<https://www.vrqa.vic.gov.au/aboutus/Pages/covid-19info.aspx>
<https://www.asqa.gov.au/covid-19>
<https://www.education.vic.gov.au/training/Pages/coronavirus-advice-tafe.aspx>
<https://www.business.vic.gov.au/business-information/covid-19-business-information>

For further enquiries or support relating to apprenticeships, please email:
apprenticeships.victoria@education.vic.gov.au