

THE
P/NNACLE
FOUNDATION

ABN 81 127 662 604

Pandemic

Response Policy

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4 POLICY

- 4.1. The Pinnacle Foundation will plan for, and make advance preparations for, the possibility that its operations will be affected by an epidemic or pandemic.
- 4.2. In the event of an epidemic or pandemic, The Pinnacle Foundation will, as far as possible:
 - 4.2.1. Assist its stakeholders, as relevant, to minimise their exposure to the illness concerned.
 - 4.2.2. Encourage and assist those who have reason to believe that they are at risk of contracting the epidemic or pandemic to obtain a diagnosis.
 - 4.2.3. Support stakeholders to take reasonable precautions to prevent infection or contagion.
 - 4.2.4. Maintain its services and operations throughout the period of concern.
- 4.3. In the event of an infectious disease being declared an epidemic or pandemic, The Pinnacle Foundation requires people covered by this Policy to take the following precautions:
 - 4.3.1. Ensure, unless you have a medical exemption, that you are fully vaccinated (where a vaccine or vaccines approved for use by the Australian Government and its agencies exists) and provide proof of such vaccination upon request before attending any in-person meetings, engagements, events or similar for, with or on behalf of The Pinnacle Foundation.
 - 4.3.2. Wear a mask when required to do so and maintain social distancing.
 - 4.3.3. Maintain good hygiene and encourage others to do the same.
 - 4.3.4. Stay at home if you feel unwell.
 - 4.3.5. Self-isolate if you may have been exposed to a risk of contagion, or are likely to be contagious, and notify The Pinnacle Foundation as soon as possible. It may be necessary for you to self-isolate by staying at home until you recover.
 - 4.3.6. Seek medical advice promptly and follow the directions of your local health authority.

5 LEAVE & FLEXIBILITY

- 5.1 The Pinnacle Foundation recognises that staff may request or require paid and unpaid leave when they are unwell, at risk of or vulnerable to infection, and at risk of infecting others.
- 5.2 Employees may make use of leave consistent with their contracts and the National Employment Standards (including access to unpaid leave).
- 5.3 The Pinnacle Foundation may, at its discretion, direct those affected or reasonably at risk of being affected by the pandemic or epidemic, to avoid any contact with others.

6 CONTINUED INVOLVEMENT

- 6.1 To ensure the welfare and safety of other Pinnacle stakeholders, parties not meeting the requirements of clause 4.3.1 may, at The Pinnacle Foundation's discretion, face limitations on their future involvement.

7 NOTES

The Pinnacle Foundation will be guided by the information and directions provided by local health authorities, its occupational health and safety obligations and any additional requirements of parties hosting events or activities for, with or on behalf of The Pinnacle Foundation.

Legislation & Industrial Instruments

This policy and procedure will not override any industrial instrument, contract, award or legislation including:

- *Biosecurity Act 2015 (Commonwealth)*
- *Fair Work Act 2009 (Cth)*
- *Fair Work Regulations 2009 (Cth)*

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[THEPINNACLEFOUNDATION.ORG](https://thepinnaclefoundation.org)

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