



Leave Types

Further to page 7 of the School Operations Guide, the following simple table may assist with leave classifications where people need to isolate and not attend work due to a positive result for COVID-19 or being classified as a household contact.

Leave type	Availability	Evidence requirements
Infectious Diseases Leave	Employees who contracted COVID-19 while undertaking duties in a DOBCEL workplace/education facility	Notice of a positive PCR test result text from DHS, or the confirmation email /text from the DHS following self-reporting of a positive RAT.
Personal Leave	Employees who contracted COVID-19 or are required to isolate with no connection to a DOBCEL workplace/education facility, including a requirement to isolate based on being determined a household contact.	
Miscellaneous leave (up to 5 days)	Employees who are required to isolate based on being determined a close contact at a DOBCEL workplace/education facility and alternative remote duties not available	
Carers Leave	Employees who are required to care for immediate family or household member	
Vaccination Leave	Where an employee is unable to access a COVID-19 vaccination appointment outside of their usual school hours, up to 4 hours of paid special leave may be granted.	Record of vaccination booking

Other leave types are available in accordance with the VCMEA.