

James Bay Lowlands Secondary School Board

Multiyear Accessibility Plan

This 2019-2022 accessibility plan outlines the policies and actions that the James Bay Lowlands Secondary School Board (“The Board”) will put in place to improve opportunities for people with disabilities.

Statement of Commitment

The Board is committed to treating all people in a way that allows them to maintain their dignity and independence. We believe in integration and equal opportunity. We are committed to meeting the needs of people with disabilities in a timely manner, and will do so by preventing and removing barriers to accessibility and meeting accessibility requirements under the Accessibility for Ontarians with Disabilities Act.

Accessible Emergency Information

The Board is committed to providing students, staff and the public with publicly available emergency information in an accessible way upon request. We will also provide employees with disabilities with individualized emergency response information when necessary to meet their needs.

Training

The Board will provide training to employees, volunteers and other staff members on Ontario’s accessibility laws and on the Human Rights Code as it relates to people with disabilities. Training will be provided in a way that best suits the duties of employees, volunteers and other staff members.

Employees will be trained when changes are made to GOV-15 Accessibility Standards Policy and new employees will be trained during Orientation.

Information and Communications

The Board is committed to meeting the communication needs of people with disabilities. The Board will consult with people with disabilities to determine their information and communication needs.

The Board will continue to ensure existing feedback processes are accessible to people with disabilities upon request.

The Board will continue to ensure that all publicly available information is made accessible upon request and to work with individuals to make the content available to them in a desired alternate format.

The Board will take the following steps to make all new websites and content, conform with the WCAG 2.0, Level AA by January 1, 2021.

- Consult with internal marketing personnel and external developer to ensure understanding and implementation of the required technical standards, including an audit performed by external website developer for compliance with WCAG 2.0

Recruitment

The Board is committed to fair accessible employment practices.

The Board will take the following steps to notify the public and staff that, when requested, The Board will accommodate people with disabilities during the recruitment and assessment processes and when people are hired.

a) Notice to Successful Applicants

When making offers of employment, The Board will notify the successful applicant of its policies for accommodating employees with disabilities.

b) Informing Employees of Supports

The Board will continue to inform its employees of its policies (and any updates to those policies) used to support employees with disabilities, including policies on the provision of job accommodations that take into account an employee's accessibility needs due to disability. This information will be provided to new employees as soon as practicable after commencing employment.

Return to Work Process

The Board maintains a documented return to work process for its employees who have been absent from work due to a disability and who require disability-related accommodations in order to return to work.

The return to work process outlines the steps The Board will take to facilitate the return to work plan and will include documented individual accommodation plans as part of the process.

This return to work process will not replace or override any other return to work process created by or under any other statute (i.e. the *Workplace Safety Insurance Act, 1997*).

Performance Management, Career Development and Advancement & Redeployment

The Board will take into account the accessibility needs of employees with disabilities, as well as individual accommodation plans, when conducting performance evaluation, providing career development and advancement to employees, or when redeploying employees.

Making New or Redeveloped Public Spaces Accessible

The Board will meet the Accessibility Standards when building or making major modifications when designing new or redeveloped public spaces. Public spaces include:

- recreational trails and beach access routes
- outdoor public use eating areas
- outdoor play spaces
- public outdoor paths of travel
- on and off street parking areas
- service counters
- fixed waiting lines
- waiting areas with fixed seating

The Board will put procedures in place to reduce service disruptions to the accessible parts of its public spaces.

In the event of a service disruption, we will notify the public of the service disruption and alternatives available.