

Integrated Accessibility Standards – Accessibility Policy

Commitment

Blyth Academy believes in equal opportunity and is committed to providing a barrier-free environment that allows all people to maintain their independence and dignity.

Blyth Academy is committed to a process of continuous improvement of our facilities, policies, and procedures to ensure that we as an organization and our services are accessible to all students, employees, and members of the community. We will do so by removing and preventing barriers to accessibility and by upholding the requirements set forth under the *Accessibility for Ontarians with Disabilities Act (2005)* and its associated Regulations.

Accessibility Plan

Blyth Academy's [Multi-Year Accessibility Plan](#) outlines our strategies for preventing and removing barriers and meeting its requirements under the Regulation. Blyth Academy will post the plan on its website and will provide it in an accessible format upon request. The plan will be reviewed and updated at least once every five years.

Training Employees and Volunteers

Blyth Academy will ensure that training is provided on the requirements of the accessibility standards in accordance with Ontario Regulation 191/11 (Integrated Accessibility Standards), and continue to provide training on the Human Rights Code as it pertains to persons with disabilities, to:

- All its employees and volunteers,
- All persons who participated in developing Blyth Academy's policies; and,
- All other persons who provide goods, services, or facilities on behalf of Blyth Academy

Training will be appropriate to the duties of the employees, volunteers, and other persons. Employees will be trained when changes are made to the accessibility policy. New employees will be trained as soon as practicable. Blyth Academy will keep a record of the training it provides.

Information and Communication Standards

Blyth Academy will continue to ensure that its process for receiving and responding to feedback is accessible to persons with disabilities by providing, or arranging for the provision of, accessible formats and communication supports, upon request.

- Accessible Format and Communication Supports

Upon request, Blyth Academy will provide, or make provision for, accessible formats and communication supports for persons with disabilities in a timely manner that considers the person's accessibility needs.

Blyth Academy will consult with the person making the request in determining the suitability of an accessible format or communication support.

- Accessible Website and Web Content

Blyth Academy will ensure that our website, including web content, conform to the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0.

Employment Standards

- Recruitment, Assessment or Selection Process

Blyth Academy will notify job applicants selected for further participation in the recruitment process, of accommodations available upon request in relation to the materials or processes to be used.

If a selected applicant requires accommodation, Blyth Academy will consult with the applicant and provide, or arrange for the provision of accommodation in a manner that considers the applicant's accessibility needs due to disability.

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

- Informing Employees of Support

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

- Documented Individual Accommodation Plans

Blyth Academy will maintain a written process for the development of documented individual accommodation plans for employees with disabilities. If requested, information regarding accessible formats and communications supports provided will also be included in individual accommodation plans. Additionally, the plans will include individualized workplace emergency response information, and will identify any other accommodations that is to be provided.

- Performance Management, Professional Growth Opportunities, Advancement and Redeployment

Blyth Academy will consider the accessibility needs of employees with disabilities, as well as individual accommodation plans, when conducting performance management, providing career development and advancement to employees, or when redeploying employees.

- Return to Work Process

Blyth Academy will have in place a return-to-work process for employees who have been absent from work due to a disability or illness and require disability-related accommodation to return to work. Such processes shall be documented and must outline the steps that Blyth will take to facilitate the return to work and include an individual accommodation plan.

Design of Public Spaces Standard

Blyth Academy will establish plans to meet the Accessibility Standards for the Design of Public Spaces when building or making major modifications to public spaces. Blyth Academy will take appropriate measures to prevent service disruptions to accessible parts of its public spaces.

Customer Service Standard

Blyth Academy, through this policy, establishes and implements plans to meet the Accessibility Standards for Customer Service as it related to training of employee and volunteers and the provision of services. Blyth Academy will work with persons with disabilities to provide alternate communication supports.

As defined by the Customer Service Standard, assistive devices, service animals or support persons may be used by persons with disabilities while obtaining any service provided by Blyth Academy. Service animals are permitted on the parts of our premises that are open to the public, unless excluded by law.

Blyth Academy may require a person with a disability to be accompanied by a support person, but only if, after consulting with the person with a disability and considering the available information, Blyth Academy determines that the support person is necessary to protect the health and safety of the person with the disability or of others on the premises and there is no other reasonable way to protect the health or safety of the person with the disability or others on the premises.