



Bruce-Grey Catholic District School Board

MULTI-YEAR ACCESSIBILITY PLAN

FOR THE PERIOD DECEMBER 2012 TO DECEMBER 2017

MULTI-YEAR ACCESSIBILITY PLAN

Bruce-Grey Catholic District School Board December 2012 – December 2017[†]

Prepared by

Accessibility Committee

**In accordance with
Accessibility for Ontarians with Disabilities Act
Integrated Accessibility Standards Regulation**

December, 2012

This publication is available through the Bruce-Grey Catholic District School Board's

- website (www.bgcdsb.org → About Bruce Grey → Accessibility → Accountability)
- Catholic Education Centre, 799 16th Avenue, Hanover, ON N4N 3A1
- In accessible formats upon request

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1.0 Aim

This multi-year Accessibility Plan is developed in accordance with the Integration Accessibility Standards Regulation under the *Accessibility for Ontarians with Disabilities Act, 2005*. It incorporates the intentions of the Board to meet its obligations under the *Ontarians with Disabilities Act, 2001*. The Plan describes the measures that the Board will take over the five year period from 2012-2017 to identify, remove and prevent barriers to people with disabilities who work, learn and participate in the School Board community and environment including students, staff, parents and guardians, volunteers and visitors to the Board and its schools. The plan will be guided by the Board's Accessibility Standards Policy (BP: 5-28).

2.0 Objectives

This Plan:

- 1.1** Describes the process by which the Bruce-Grey Catholic District School Board will identify, remove and prevent barriers;
- 1.2** Reviews recent efforts of the Bruce-Grey Catholic District School Board to remove and prevent barriers;
- 1.3** Describes the measures the Bruce-Grey Catholic District School Board will take in the period 2012-2017 to identify, remove and prevent barriers;
- 1.4** Makes a commitment to provide an annual status report on the Board's implementation of the multi-year accessibility plan;
- 1.5** Makes a commitment to review and update the multi-year accessibility plan at least once every 5 years;
- 1.6** Describes how the Bruce-Grey Catholic District School Board will make this accessibility plan available to the public.

3.0 Commitment to Accessibility Planning

This plan will be established, reviewed and updated in consultation with the Board's Special Education Advisory Committee and Accessibility Committee. It will be presented to the Board for approval. The Bruce-Grey Catholic District School Board is committed to:

- 3.1** Maintaining an Accessibility Committee;

- 3.2** Continuing the process of consulting with the Special Education Advisory Committee;
- 3.3** Ensuring, wherever practicable, that Board policies, procedures and practices are consistent with the principles of accessibility and inclusive/universal design. The Accessibility Committee will provide input re: accessibility issues, where appropriate, with regard to new policies and procedures and to those under review;
- 3.4** Improving access to facilities, policies, programs, practices and services for students, staff, parents/guardians, volunteers and members of the community. Consideration of ongoing identification of barriers will be the responsibility of the Accessibility Committee and will, wherever practicable, be incorporated in the multi-year plan.

4.0 Description of the Bruce-Grey Catholic District School Board

Committed to a vibrant Catholic education, The Bruce-Grey Catholic District School Board ensures quality learning experiences through community partnerships that nurture each student in body, mind and spirit and embraces the teachings of Christ, giving witness to Gospel values.

We Believe...

In being Christ-centred in all that we do, ensuring that Catholic values and teachings are woven through every dimension of the students' learning experience, giving particular focus to social justice and living a faith-filled life.

In the constant striving for excellence in everything we do through continuous improvement strategies and being progressive and future-oriented in our planning and change management approaches.

Each child is a gift from God and has the potential to grow, to develop and to contribute. Each person is worthy of our respect, is to be included and is to be treated fairly and with dignity.

Our staff and volunteers are our most important resource. It is through their commitment and dedication that Catholic students can deepen the practice of their faith and realize their individual potential.

In the importance of collaborative strategies and partnerships that have the capacity to bring all the community's resources together to support the learning and development of each student.

In being accountable to our stakeholders for the resources that we use, the decisions that we make and the outcomes that we achieve.

- Counties of Bruce and Grey
- 11 Elementary Schools
- 2 Secondary Schools
- Catholic Education Centre – Board Office
- 3,400 students
- 421 staff
- \$49 Million Budget

5.0 Members of Accessibility Committee

Working Group Member	Department	Contact Information
Jules Vanhaelemeesch	Board of Trustees	Jules_vanhaelemeesch@bgcdsb.org
Cathy Colton	Sr. Management	Cathy_colton@bgcdsb.org
Suzanne White	Sr. Management/ Human Resources	Suzanne_White@bgcdsb.org
Joyce Benninger	Human Resources	Joyce_benninger@bgcdsb.org
Jim Aitken	Facility Services	Jim_aitken@bgcdsb.org
Deborah Carter	OECTA	Deborah_carter@bgcdsb.org
Kathy Knapp	CUPE	Kathy_knapp@bgcdsb.org
Catherine Penner	Student Support Services/SEAC	Catherine_penner@bgcdsb.org

The Accessibility Committee meets three times annually to develop the Multi-Year Accessibility Plan for 2012-17 and to monitor progress.

6.0 Strategy for prevention and removal of barriers

The principles of inclusionary practice, freedom from barriers and accessible environments have informed all Bruce-Grey Catholic District School Board policies, programs, procedures and services.

Through the annual accessibility plan status report process implemented under the *Ontarians with Disabilities Act, 2001*, the Bruce-Grey Catholic District School Board's programming, policies and practices have been assessed to ensure continuous improvement in accessibility.

This process will continue through the establishment of a multi-year accessibility plan which places particular emphasis on the provisions of the

regulations made under the AODA with regard to customer service, information and communications, employment and school transportation.

7.0 **Barrier Identification Methodologies**

The Accessibility Committee uses the following barrier-identification methods:

Methodology	Description	Status
Survey of Stakeholders re accessibility issues	Community Groups	Completed 2008
Accessibility Committee reviews Board Policy	Committee may provide comment on Policies with respect to accessibility and issues/barriers	Ongoing Review by Accessibility Committee
Plant Maintenance Tour	Physical barriers are identified and reviewed as part of the annual maintenance tour of facilities by staff and trustees	Ongoing annually
Health and Safety Inspections	Health and Safety Committee reviews the accessibility features during school inspections	Ongoing quarterly
Accessibility Committee Inspections	Accessibility Committee meets at different locations to review accessibility	Ongoing, 3 times per year
Professional Recommendations for Student Need	Accessibility enhancements as known via professional recommendations for student need. Necessary for individual students and good for others.	Ongoing as Ministry funding allows.

8.0 Recent Barrier Removal Achievements

The past Annual Accessibility Plans developed in accordance with the Ontarians with Disability Act (ODA) identified a range of barriers and appropriate strategies for their removal. The detailed achievements are set out in the following chart:

Type of Barrier	Location	Action Taken
Physical	All Board Facilities	Automatic door opener for accessible entrance
Physical	All Board Facilities	Washroom renovations to accommodate mobility needs of students
Physical	St. Anthony's	Removal of a steep ramp and replaced with automatic lift
Physical	St. Mary's High School	Evacuation Chair for second floor in the event of an emergency evacuation
Information & Communication	All Board Classrooms	Installation of sound system in classrooms to address needs students with hearing impairment
Information & Communication	Students as required	iPads for instructional purposes when recommended and or indicated to meet a students instructional needs
Attitudinal	System-wide	Ongoing training in Accessible Customer Service for new employees

New school construction has adhered to the current building code and includes level access to schools, automatic door openers, elevators in schools of more than one floor, accessible washrooms.

9.0 Barriers to be addressed under the Multi-Year Accessibility Plan

The Integrated Accessibility Standards Regulation 191/11 filed in June, 2011 pursuant to the Accessibility for Ontarians with Disabilities Act, 2005 identified specific requirements to achieve accessibility in the areas of:

- Information and Communications
- Employment
- Transportation

These requirements build on the Accessibility Standards for Customer Service which came into force in 2007.

Bruce-Grey Catholic Board intends, through this Multi-year Accessibility Plan for the period 2012-2017, to take action to address barriers to accessibility related to the Standards areas of current Regulations. This is in addition to ongoing work the Board is undertaking with regard to identification and removal of barriers in the Board's physical environment.

2012-2013

Type of Barrier	Location	Action	Effective Date	Responsibility
Systemic	Board-wide	Develop Accessibility Policy Statement	January 1, 2013	Superintendent of Business/Board
Systemic	Board-wide	Review procurement practices to incorporate accessibility criteria for goods, services, facilities	January 1, 2013	Superintendent of Business/Purchasing Consortium
Information and Communication	Board-wide	Provide accessibility awareness training for all educators/ classroom-based staff on accessible instruction and program delivery	Ongoing 2012-2013	Superintendent of Education/Religious Education Consultant
Information and Communication	Board-wide	Review practices to ensure readiness to provide educational resources or materials, student records and information on program requirements in accessible formats upon request	January 1, 2013	Superintendents of Education, Instructional Consultants, Principals, Teachers
Physical	St. Mary's High School, Sacred Heart High School, Holy Family School	Evacuation Chair for each staircase. Ongoing annual training and awareness as part of emergency planning	2012-13	Supervisor of Maintenance
Physical	St. Mary's High School	Fully Accessible washroom facilities to accommodate needs of students	2012-13	Supervisor of Maintenance
Physical	Hanover	Stage Lift	2012-13	Supervisor of Maintenance
Physical	Mildmay Jr.	Entrance/Accessibility needs to be improved by ensuring that "call" button is within	2012-13	Supervisor of Maintenance

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		reach		
Physical	Board-wide	Lower Counter at all main reception areas so that sight-line to visitors is improved	2012-13 and ongoing as related maintenance in those areas dictates	Supervisor of maintenance
Attitudinal	Board-wide	Health and Safety Talks to include issues of inclusion and identification and removal of barriers to full participation	2012-13	Supervisor of Payroll and Health and Safety
Attitudinal	Board-wide	Monitor ongoing issues with students and/or families for unintended systemic bias. For eg, students leave our Board due to existing barriers	2012-13	All Board Staff

2013-2014

Type of Barrier	Location	Action	Effective Date	Responsibility
Systemic - attitudinal	Board-wide	Provide training to all staff, volunteers on accessibility standards requirements and on Human Rights Code provisions re disabilities and ensure third-party providers have similar training	Ongoing 2013-2014	Superintendent of Education/Religious Education Consultant
Information and Communication	Board Offices	Review process for receiving/responding to feedback to ensure accessibility to persons with disabilities and readiness to provide accessible formats and communication supports upon request. Notify the public re above.	January 1, 2014	Communications Committee
Attitudinal - Information and Communications	Board-wide	Develop a Procedure re Accessible Information and Communications	January 1, 2014	Communications Committee
Attitudinal - Employment	Board-wide	Develop Procedure re Accessible Employment	January 1, 2014	Assistant to the Director, Human Resources
Information and Communications	Board-wide	Review Board and school websites to assess level of accessibility. Ensure that new sites and web content published after Jan 1, 2012 meet WCAG 2.0, Level A standards.	January 1, 2014	Communications Committee
Systemic - Employment	Board-wide	Review and update Human Resources procedures and practices with regard	January 1, 2014	Assistant to the Director, Human Resources

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		to recruitment, job accommodations, alternative accessible formats and communication supports, individual accommodation plans, return to work, performance appraisal, career or professional development, redeployment		
Information and Communication – Student Transportation	Board-wide (Student Transportation and Special Education)	Consult with parents and develop individual school transportation plans for students with disabilities, clarifying roles and responsibilities	January 1, 2014	Superintendent of Business, Transportation Consortium, Superintendent of Education for Special Education
Information and Communication	School Libraries	Review the readiness of school libraries to provide accessible or conversion-ready formats of print resources upon request	Ongoing 2013-2014 in anticipation of the 2015 compliance date	Library staff, Principals, Superintendents
Physical	Board-wide	Replace automatic swing doors with sliding doors where opportunity and practicality exist	Ongoing 2013-2014	Supervisor of Maintenance
Physical	Board-wide	Fully Accessible washroom facilities to accommodate needs of students	2013-14	Supervisor of Maintenance
Physical	Port Elgin	Stage Lift	2013-14	Supervisor of Maintenance
Physical	Board-wide	Lower Counter at all main reception areas so that sight-line to visitors is improved	2013-14 and ongoing as related maintenance in those areas dictates	Supervisor of maintenance
Attitudinal	Board-wide	>Health and Safety Talks to include issues of inclusion and identification and removal of	2013-14	Supervisor of Payroll and Health and Safety

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		barriers to full participation >embed into Leadership development and PD of existing staff		
Attitudinal	Board-wide	Monitor ongoing issues with students and/or families for unintended systemic bias. For eg, students leave our Board due to existing barriers	2013-14	All Board Staff

2014-2015

Type of Barrier	Location	Action	Effective Date	Responsibility
Information and Communication	Board-wide	Identify and have ready access to resources that enable the Board to provide information and communication supports upon request and in a timely manner to persons with disabilities.	January 1, 2015	Communications Committee
Information and Communication	School Libraries	Ensure readiness of school libraries to provide accessible or conversion-ready formats of print resources upon request	January 1, 2015	Library staff, Principals, Superintendents
Information and Communication	Board-wide	Review accessibility features of all updates and purchases related to board and school websites in anticipation of WCAG, 2.0, Level AA standards	Ongoing preparation for 2021 deadline	Communications Committee
Physical	Board-wide	Replace automatic swing doors with sliding doors where opportunity and practicality exist	Ongoing 2014-2015	Supervisor of Maintenance
Physical	Board-wide	Fully Accessible washroom facilities to accommodate needs of students	2014-15	Supervisor of Maintenance
Physical	Kincardine	Stage Lift	2014-15	Supervisor of Maintenance
Physical	Board-wide	Lower Counter at all main reception areas so that sight-line to	2014-15 and ongoing as related maintenance in	Supervisor of maintenance

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		visitors improved	is those areas dictates	
Attitudinal	Board-wide	>Health and Safety Talks to include issues of inclusion and identification and removal of barriers to full participation >embed into Leadership development and PD	2014-15	Supervisor of Payroll and Health and Safety
Attitudinal	Board-wide	Monitor ongoing issues with students and/or families for unintended systemic bias. For eg, students leave our Board due to existing barriers	2014-15	All Board Staff

2015-2016

Type of Barrier	Location	Action	Effective Date	Responsibility
Systemic	Board-wide	Review status of accessibility awareness training to ensure new staff have been trained.	Ongoing	Human Resources
Information and Communication	School Libraries	Review status of capacity of school libraries to provide accessible or conversion-ready formats of digital or multimedia resources upon request in anticipation of 2020 deadline	Ongoing preparation for 2020 deadline	Library staff, Principals, Superintendents
Information and Communication	Board-wide	Review accessibility features of all updates and purchases related to board and school websites in anticipation of WCAG, 2.0, Level AA standards	Ongoing preparation for 2021 deadline	Communications Committee
Physical	Board-wide	Replace automatic swing doors with sliding doors where opportunity and practicality exist	Ongoing 2015-2016	Supervisor of Maintenance
Physical	Board-wide	Fully Accessible washroom facilities to accommodate needs of students	2015-16	Supervisor of Maintenance
Physical	Chepstow	Stage Lift	2015-16	Supervisor of Maintenance
Physical	Board-wide	Lower Counter at all main reception areas so that sight-line to visitors is improved	2015-16 and ongoing as related maintenance in those areas dictates	Supervisor of maintenance
Attitudinal	Board-wide	>Health and Safety Talks to	2015-16	Supervisor of Payroll and

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		include issues of inclusion and identification and removal of barriers to full participation >embed into Leadership development and PD		Health and Safety
Attitudinal	Board-wide	Monitor ongoing issues with students and/or families for unintended systemic bias. For eg, students leave our Board due to existing barriers	2015-16	All Board Staff

2016-2017

Type of Barrier	Location	Action	Effective Date	Responsibility
Systemic	Board-wide	Review status of accessibility awareness training to ensure new staff have been trained	Ongoing 2016-2017	Human Resources
Systemic	Board-wide	Review status of Board accessibility policies and procedures and update as required	Ongoing 2016-2017	Accessibility Committee
Information and Communication	School Libraries	Review status of capacity of school libraries to provide accessible or conversion-ready formats of all resources upon request	Ongoing preparation for 2020 deadline	Library staff, Principals, Superintendents
Information and Communication	Board-wide	Review accessibility features of all updates and purchases related to board and school websites in anticipation of WCAG, 2.0, Level AA standards	Ongoing preparation for 2021 deadline	Communications Committee
Physical	Board-wide	Replace automatic swing doors with sliding doors where opportunity and practicality exist	Ongoing 2016-2017	Supervisor of Maintenance
Physical	Board-wide	Fully Accessible washroom facilities to accommodate needs of students	2016-17	Supervisor of Maintenance
Physical	Catholic Education Centre	Replace current ramp with lower slope ramp with railing	2016-17	Supervisor of Maintenance
Physical	Mildmay Sr.	Stage Lift	2016-17	Supervisor of Maintenance
Physical	Board-wide	Lower Counter at all main reception	2016-17 and ongoing	Supervisor of maintenance

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		areas so that sight-line to visitors is improved	related maintenance in those areas dictates	
Attitudinal	Board-wide	>Health and Safety Talks to include issues of inclusion and identification and removal of barriers to full participation >embed into Leadership development and PD	2016-17	Supervisor of Payroll and Health and Safety
Attitudinal	Board-wide	Monitor ongoing issues with students and/or families for unintended systemic bias. For eg, students leave our Board due to existing barriers	2016-17	All Board Staff

10.0 Review and Monitoring Process

The Accessibility Committee meets three times during the year to review progress and evaluate the effectiveness of implementation of barrier-removal and prevention strategies and to plan for increased accessibility throughout the Board.

The Accessibility Committee will ensure that in respect of the Multi-Year Accessibility Plan the following steps take place:

- (a) An annual status report on the progress of the measures taken to implement the plan is prepared.
- (b)
- (c) At least once every 5 years the plan is reviewed and updated in consultation with ~~persons with disabilities,~~ with the Board's Special Education Advisory Committee and other relevant committees.

11.0 Communication of the Plan

The Bruce-Grey Catholic District School Board will post an annual status report on the progress of the Multi-year Accessibility Plan on the Board's website. The Board will accommodate requests for accessible formats of the Plan.

Questions, comments or feedback regarding the Accessibility Plan may be directed to:

Chair
Accessibility Committee
Bruce- Grey Catholic District School Board
Or
www.bgcdsb.org → "Contact Us"