



Employee Safety and Emergency Planning

The Accessibility for Ontarians with Disabilities Act, 2005, AODA, sets out the roadmap to make Ontario accessible by 2025. Under this act, accessibility standards are being developed and implemented to break down barriers in key areas of everyday life. These standards will increase accessibility for people with disabilities, including at their workplace.

At Glenburnie School, we take safety very seriously and are committed to improve accessibility through identifying, removing, and preventing barriers. We will work together to ensure that every employee has a safe place to work in, by considering communication, information and the built environment.

Each member of staff is required to complete the On-line Employee Safety Information Worksheet (T drive – Employee Information) to ascertain issues employees may encounter and to ensure that members of our staff are able to use assistive devices, required by them to perform their daily tasks safely, on a permanent or temporary basis.

If you have a disability, whether permanent or temporary, and may need help during an emergency or a device to assist you to complete your daily tasks, please complete and return the attached Employee Safety Information Worksheet. An individualized safety/emergency plan will then be developed with you to ensure it meets your needs.

Please note that the details of your medical condition or disability are not required, only the type of help you may require. The information given is kept confidential and is only shared with those members of staff necessary to assist you, with your consent.

Please ask if you have any questions.

Please note: If you need to update any pertinent information already on file, please note it is your responsibility to do so.