

Glenburnie School - Multi - Year Accessibility Plan

Created: Oct 2011

Due by Jan 1st	AODA Requirement	Action Taken	Notes:
20112	Customer Service	Train employees and volunteers to serve customers of all abilities	Present staff and volunteers provided with on-line training
		Keep written record of training	In personnel file for each staff member
		Write and publish accessibility policy	Posted on website and paper copies available for public
	Emergency Procedures, Plans and Public Safety Information	Ability to access emergency plans and public safety information	Confirmed plan with John Knox - annually
		Includes maps, warning signs and evacuation routes	Fire drills planned and executed - 3x annually
	Employment	Staff with disabilities - emerg procedures	None identified as requiring assistance
2013		Train new and returning staff members	On-line training link issued and completed
		Research wheelchair accessibility in school	wheelchair access confirmed by LS - main floor
		Research larger print size on website	website print size can be adjusted as required
2014	Customer Service	File accessibility compliance report	Filed and confirmation received
		Train new and returning staff members	On-line training link issued and completed
2015	Customer Service/IASR	Create Accessibility Policies	Create policies to help achieve goals and tell employees and customers about them
		Train new and returning staff members	On-line training link issued and completed
	Information and Communication	Educational and training resources and materials	Integrated Accessibility Standards policy written
	Libraries of educational and training	Provide variety of printed and digital	Researched options for additional materials if

		materials depending on disability	required - large print and audio books purchased
2016	Training of staff and volunteers	Topic - Human Rights Code - persons with disabilities	Training provided to staff, volunteers contractors
		Keep record of dates training was offered and completed	
2016	Information and Communication	Accessible feedback processes	Developed on-line and paper response forms
			Ccompliance training SKB Dec 2015
2017	Information and Communication	Accessible formats & communication supports	
	Employment	Recruitment	
		Employees and accommodation	
		Performance management, career development and redeployment	
2018	Customer Service	File Accessibility compliance report	
	Design of Public Spaces	Make new or redeloped: Pathways Off-street parking access	
2020	Information and Communications	Producers of educational or training materials - supplementary print materials	
		School library - provide access to multi-media/digital resources	
2023	Customer Service	File Accessibility compliance report	
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