

1. Statement of Organizational Commitment

YSB is committed to meeting the needs of people with disabilities in a timely manner by preventing and removing barriers to accessibility. YSB will strive at all times to provide its services in a way that respects the dignity and independence of people with disabilities.

YSB will meet its accessibility requirements under the Accessibility for Ontarians with Disabilities Act.

2. Scope

This policy applies to the delivery of programs and services offered by the Bureau. It applies to all employees, students or volunteers.

3. Policy

- 3.1 YSB will maintain its accessibility policies in a written format. These policies will be available on the YSB website and in accessible formats when requested.
- 3.2 YSB will maintain a multi-year accessibility plan. This plan will outline YSB's commitment to deliver accessible services and will be reviewed at least once every 5 years. This plan will be available on the YSB website and in accessible formats when requested.
- 3.3 When providing information to or communicating with a person with disability, YSB will provide the information and communication in a manner that is accessible to the individual.
- 3.4 We are committed to working towards an accessible website and website content that will comply with the Web Content Accessibility Guidelines (WCAG 2.0) initially at Level A and moving towards level AA standards.
- 3.5 We are committed to employment practices that include:
 - 3.5.1 Notification of available accommodations for applicants with disabilities and supports for staff with disabilities.
 - 3.5.2 Provide individualized emergency workplace response information to employees who have disabilities
 - 3.5.3 Documented & individualized accommodations plans developed in consultation with the employee, medical practitioner and union representative as appropriate.
 - 3.5.4 Return to work plans developed using the employees individualized accommodation plan which outline steps to facilitate the employee's return to work
- 3.6 YSB is committed to providing training to employees, volunteers and others who provide services on behalf of YSB. The training will include:
 - 3.6.1 Training on the Integrated Accessibility Regulations and Accessible Customer Service Standards
 - 3.6.2 Human Rights Code and its relevance to persons with disabilities
 - 3.6.3 Changes made to YSB Accessibility policies.
- 3.7 YSB will incorporate accessibility requirements under the Integrated Accessibility Standard Regulations when building or re-developing a public space identified under the Accessibility Standard for the Design of Public Spaces.

4. Responsibility

- 4.1 The Executive Director has overall responsibility to ensure that YSB meets the standards as set out in the Accessibility for Ontarians with Disability act and its regulations.
- 4.2 The Executive Director ensures that this policy and multi-year accessibility plan is reviewed at least every five years.