

Accessibility Plan Update

SWAN VALLEY SCHOOL DIVISION

Date of first approval: January 2017

Date updated: October 31, 2024

Years Applicable: November 1, 2024, to December 2026

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Accessibility Working Group members:

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Senior Manager's Signature:



Rob Tomlinson

STATEMENT OF COMMITMENT

Swan Valley School Division is dedicated to offering a diverse range of educational opportunities while fostering a safe, respectful, and inclusive environment for students, staff, and parents. Our commitment is to ensure that everyone feels valued and has equal access to all aspects of school life. We strive to meet the diverse needs of our community by addressing different backgrounds, abilities, and learning styles, actively working to eliminate barriers to participation.

POLICIES

AP215 Customer Service

AP209 Respect for Human Diversity

AP210 Safe & Caring School

AP228 Employment Standard- Notice of Accessibility Issue form request

ACTIONS

Action 1: Continuous and Ongoing Commitment to the Improvement of Accessibility within SVSD.

Initiatives/Actions:	<ol style="list-style-type: none">(1) The Accessibility Committee will meet monthly to discuss progress, identified needs, and next steps.(2) Committee to address the issues brought forth on the <u>Notice of Accessibility Issue</u> forms.(3) Continued training of all committee members on accessible customer service to better inform their decisions and recommendations of the committee.(4) Committee members to inform and mentor their school teams on accessibility issues and next steps.(5) Coordinator to report annually to the Board of Trustees on the Accessibility Plan.(6) Budgeting to be reviewed and integrated when it comes to the Accessibility Plan.
Expected Outcomes:	<ul style="list-style-type: none">• Accessibility barriers are gradually removed as schools become more aware and more knowledgeable. • All staff and users are aware and familiar with discussing accessibility and seek to be proactive and cooperative in removing barriers.

	<ul style="list-style-type: none"> • Employee and student safety; development of individualized emergency response plans for students and employees.
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Action 2: Invite requests from public for accessible services in order to identify, prevent and remove barriers to participation within SVSD.

<p>Initiatives/Actions:</p>	<ol style="list-style-type: none"> (1) Bring awareness to the <u>Access Offer</u> sign at reception areas. (2) Ensure reception staff have been trained in how to provide accessible services and have been given the <u>Access Offer Sign Explanation</u>. (3) Include offer of alternate formats with contact information on all print documentation (newsletters, letters home). Bring awareness to these offerings. (4) Bring awareness to our <u>Notice of Accessibility Issue form</u>. (5) Inform community if there is a disruption to an existing accessibility feature (i.e. elevator, lift, etc.)
<p>Expected Outcomes:</p>	<ul style="list-style-type: none"> • More informed clientele, with reduced number of misunderstandings and follow-up required. • Better informed organization, proactively plan for next steps based on requests for alternate formats. • Foster conversations about disability inclusion in schools, community and employment.

Action 3: Break down language, communication of information, and attitude barriers for families.

Initiatives/Actions:	<ol style="list-style-type: none">(1) Do not make assumptions that people immediately understand information presented to them, avoid acronyms and teacher jargon.(2) School teams enlist supports to wraparound families to provide parents support to navigate the school system, the completion of forms, and the reception and comprehension of information (i.e. utilize Settlement Workers In Schools, Translator apps, SVSD Presence & Engagement Facilitator, etc.).(3) Utilize AAC devices, student and parent training.(4) Playground Core Boards- student and community training.(5) Assist with receptive and expressive communication needs, such as offering to write things down, reading things out loud or taking extra time to explain things.
Expected Outcomes:	<ul style="list-style-type: none">• Level the playing field- students do not miss opportunities due to incomplete forms, lack of parent understanding, etc.• Accessibility barriers are gradually removed as schools become more aware and more knowledgeable of language, barriers pertaining to communication of information, and attitude barriers for families• The goal is to create a fair learning and work environment, accessible and inclusive for everyone.

APPENDIX

[AP215 Customer Service](#)

[AP209 Respect for Human Diversity](#)

[AP210 Safe & Caring School](#)

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