

**SHERIDAN COLLEGE INSTITUTE OF TECHNOLOGY  
AND ADVANCED LEARNING**

<b>SHERIDAN COLLEGE POLICY</b>	<b>NO. OF PAGES: 3</b>	<b>POLICY NO.</b>
<b>TITLE: Corporate Accessibility Policy</b>	<b>APPROVED BY: Approved Executive Committee, January 2013, pending final review President's Council April 2013</b>	
<b>REPLACES POLICY: N/A</b>	<b>EFFECTIVE DATE: January 2013</b>	<b>REVIEW DATE: January 2014</b>

This policy is intended to meet the requirements of the Integrated Accessibility Standards, Ontario Regulation 191/11 set forth under the Accessibility for Ontarians with Disabilities Act, 2005, as they apply to Sheridan College.

**POLICY STATEMENT**

**1. COMMITMENT**

Sheridan College supports the goals of the Accessibility for Ontarians with Disabilities Act (AODA) and will establish policies, practices and procedures consistent with the accessibility standards established under the AODA, including accessible customer service, information and communication, employment, the built environment and transportation.

In doing so Sheridan is committed to giving people with disabilities the opportunity to access our services and allow them to benefit from the same services in the same place and in a similar way as other people.

**2. REMOVAL OF BARRIERS**

Sheridan College also recognizes that accessibility, as envisioned in the AODA, is a community wide effort. To this end, Sheridan has established the Advisory Council for Sheridan Accessibility as an avenue for members of the Sheridan community to collaborate in the identification and removal of barriers to accessibility and support the development of multi-year accessibility plans.

**3. TIMELY SERVICE FOR ACCOMMODATIONS**

While the College seeks to remedy barriers to accessibility and will continue to promote and comply with the spirit of the AODA, there are many situations in which the need for accommodations will remain.

The College is committed to accommodating persons with disabilities in a timely manner. This includes, but is not limited to, the provision of alternate formats of our information and

communications. Facilitation of accommodations is achieved through the supports provided by both the Accessible Learning Services and Human Resources departments. The implementation of accommodations, while supported by Human Resources, is the responsibility of the Manager.

Students requesting accommodations must contact Accessible Learning Services and provide notification of the need for an accommodation. Accessible Learning Services will determine, coordinate and implement the resulting accommodations and services for students as per the “Sheridan College Accessible Learning Services Practice and Service Guidelines”.

Employees requesting accommodations must notify the Human Resources department of their needs through their Human Resources Business Partner or Manager. Human Resources, through the Organizational Accessibility Coordinator and/or Disability Management, will determine and coordinate the resulting accommodations in consultation with the employee or prospective employee. Unionized employees have the option of including a union representative in any meetings or discussions related to accommodation requests.

## **SCOPE**

This policy applies to all students and staff within the Sheridan community. This includes all full and part-time Sheridan students as well as all current and prospective Sheridan employees.

## **RESPONSIBLE – Human Resources**

**Executive:** Vice President, Human Resources & Organizational Development

**Contact:** Coordinator, Organizational Accessibility

## **RELATED POLICIES AND PROCEDURES:**

- Accessible Customer Service Policy

## **APPLICABLE LEGISLATION:**

- Accessibility for Ontarians with Disabilities Act
- Ontario Human Rights Code

## **DEFINITIONS**

“disability”, as per the *Ontarian Human Rights Code*, means,

- (a) any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device,
- (b) a condition of mental impairment or a developmental disability,

- (c) a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language,
- (d) a mental disorder, or
- (e) an injury or disability for which benefits were claimed or received under the insurance plan established under the *Workplace Safety and Insurance Act, 1997*; (“handicap”)