

Policy:	Accessibility Policy
Effective Date:	Jan 2015
Date Last Reviewed:	June 2017
Scheduled Review Date:	Jan 2018
Supersedes:	All previous Accessibility Policies and/or Statements
Approved by:	HR Committee

STATEMENT OF COMMITMENT:

The *East York Gymnastics Club (the Club)* is committed to diversity, inclusion and accessibility for persons with disabilities. This includes our employees, volunteers, clients and visitors. We have chosen and will continue to choose these policies which support the Integrated Accessibility Standards. We have been at the forefront of services by gymnastic clubs for those with disabilities for many years. The safety of all on our premises is paramount.

SCOPE:

This policy describes how *East York Gymnastics Club* works with its employees, and how it provides its programs, goods and services, in a manner that respects the dignity, independence, integration and equal opportunity of persons with disabilities.

POLICY STATEMENTS:

Training of Employees:

East York Gymnastics Club will provide training to all of its employees including coaches, office and administrative staff, and volunteers regarding provisions and ways to ensure accessible programs, goods, services and workplace. **Step by step training will be provided on an ongoing basis and whenever changes are made to relevant policies.** Any new employee will be trained as part of their job orientation. Records will be kept of training days as well as of those attending, and completed **AccessForward** Integrated Accessibility Standards Regulations Certificates of Training will be the goal of each staff member.

Assistive Devices and Service Accessibility

East York Gymnastics Club permits persons with disabilities to use their personal assistive devices while on *East York Gymnastics Club's* premises. We provide a service area which is accessible for any person who may need it.

Communication

East York Gymnastics Club is committed to communicating with persons with disabilities in ways that take into account their disability as in the development of an accessible website, staff to explain programs verbally if necessary or special information by email.

Service Animals and Support Persons

East York Gymnastics Club welcomes onto its premises service animals and support persons upon whom persons with disabilities rely. The Club will advise the parties as soon as possible about any costs they will incur associated with having the support person. (Insurance by our governing body while the support person is on Club premises will be provided by the Club free of charge if required by our governing body) Information regarding this policy will be made available upon request.

Notice of Temporary Disruption

East York Gymnastics Club will notify persons with disabilities promptly in the event of a planned or unexpected disruption to services or facilities. This notice will be provided in accessible formats and posted in public areas.

PROCEDURE:

To request accommodation or assistance for any program, good or service, contact the *East York Gymnastics Club* by phone, email or in person.

Feedback Process

East York Gymnastics Club encourages feedback regarding how it provides programs, goods and services to persons with disabilities. The public will be notified of this process. Feedback can be provided via the following methods:

- **E-mail:** info@eastyorkgym.com
- **Mail:** 6 Dohme Ave, East York, ON M4B1YB
- **Phone:** 416-759-6823
- **Fax:** 416-759-6973

Modifications to This or Other Policies

East York Gymnastics Club is committed to ensuring that its policies, practices and procedures are consistent with and promote the core principles of dignity, independence, integration and equal opportunity. Any *East York Gymnastics Club* policy that does not respect and promote the dignity and independence of persons with disabilities will be modified or removed.