AFCCS Accessibility Plan

Commitment

The mission of Andrew Fleck Child Care Services (AFCCS) is to support children and their families through high quality, inclusive services that meet their diverse developmental, early learning and child care needs.

In fulfilling our mission, AFCC strives at all times to provide services in a way that respects the dignity and independence of people with disabilities. We are also committed to giving people with disabilities the same opportunity to access our services and allowing them to benefit from the same services, in the same place and in a similar way as others customers. AFCCS is committed to excellence in serving all customers including persons with disabilities.

AFCCS will take the following steps to prevent and remove other accessibility barriers identified:

Compliance Requirement	Date Achieved	Compliance Date
Customer Service Policy	**January 2012**	**January 2012**
Commitment Statement	**January 2012**	**January 2012**
All employees trained on AODA on commencement of employment	**January 2012**	**January 2012**
HR Policies compliant with AODA Hiring Policy (recruitment, assessment, selection)	**March 2014**	**January 2016**
Performance Review Policy	**March 2014**	**January 2016**
Health and Safety Policy changes	**January 2014**	**January 2014**
Requirement for providing employment required accommodations that take into account accessibility needs of employees through SAW/RTW Policy	**January 2014**	**January 2016**
Create a written process for documenting Accommodations plans – AFCCS SAW/RTW program	**January 2014**	**January 2015**

Must inform successful candidates of policies for accommodating employees with disabilities. Requirement met with Orientation binder of Policies reviewed at sign off	January 2014	January 2016
Accessibility Plan	August 2013	December 2014
Internal and external client feedback review and process.		
• Website contacts and feedback information	January 2013	December 2014
• Client feedback process for AODA		December 2014
Emergency response information includes		
• Individual plans and accessible information		
• Through AFCCS Health and Safety	March 2013	December 2014
Return to work process	January 2014	January 2016
• Work place accommodates for Stay at work (STW)and Return to Work (RTW) Policy		
• (AFCCS SAW/RTW Policy and case plans in place)		
AFCCS will take steps to make sure all publicly available information is made accessible upon request		January 2016
All New launched websites must meet WCAG 2.0 new site Level A	October 2013	January 2014
File Accessibility report	August 2014	December 2014
Design of Public Spaces		January 2017
Educational or training material		January 2020