

The Presbyterian Church in Canada
Management Team
Accessibility Policy for the National Office
December 2015

This policy is intended for the national office in meeting accessibility standards in Ontario. For all individual congregations across Canada, we recommend to use this policy as a guideline and refer to your local and provincial laws and accessibility standards.

The National Office of The Presbyterian Church in Canada is committed to providing an accessible environment in which all individuals have equal access to our building, our produced resources and our website in a way that respects the dignity and independence of persons with disabilities. This includes creating and maintaining positive attitudes that are considerate and accommodating of all individuals, including people with disabilities, while discouraging attitudes that devalue and limit the potential of persons with disabilities.

The Presbyterian Church National Office – Barrier Free

The Presbyterian Church in Canada is committed to becoming a barrier free environment, and will endeavor to do the following in accordance with Ontario provincial legal requirements:

1. Identify barriers,
2. Remove identified barriers,
3. Prevent barriers,
4. Increase awareness of accessibility initiatives at all levels of our organization,
5. Promote compliance policies and procedures with respect to accessibility to our staff, as well as to visitors and volunteers who may be coming into the building, and
6. Provide appropriate training to our employees who deal with visitors and volunteers to our building, with a view to ensure greater awareness and responsiveness to the needs of those with disabilities.

Making Information Accessible

The Presbyterian Church in Canada is committed to communicating and providing information in a way that is accessible and understandable for all employees, members of our congregations and volunteers, regardless of any disability.

Emergency and Public Safety Information

Throughout the building, there are way-finding maps, security, warning and evacuation signs in place at various locations and height levels that comply with the accessibility guidelines.

Feedback Processes for Employees and the Public

Upon request, feedback generally received via website comments and online surveys, as well as printed forms and surveys, will be received from persons with disabilities by email, telephone or in-person at the national office.

Other Public Information

Upon request, information and communications produced by The Presbyterian Church in Canada will be provided in an accessible manner to people with disabilities.

The most appropriate accessible format or communication support will be determined based on the accessibility needs of the person and the capability of our organization to deliver the format.

Accessible formats and communication supports will be provided in a timely manner and at a cost that is not more than the regular cost of the resource material.

Web Content

It is not mandatory for our organization to be in compliance with Web Accessibility. The Presbyterian Church in Canada is committed to communicating and providing information in a way that is accessible and understandable for all and is working to meet the World Wide Consortium Content Accessibility Guidelines (WCAG) 2.0 Level A by 2017 and the Level AA standard by 2021.

Existing Legislation

This Policy has taken into consideration our obligations under Canadian laws, including Ontario's Accessibility for Ontarians with Disabilities Act (AODA). As legislation changes and develops, The Presbyterian Church in Canada will review and amend its policies, practices and procedures, as necessary.

Appendix

A barrier is anything that prevents a person with a disability from fully taking part in society because of that disability. Some barriers include:

- Physical barriers (e.g., a step at the entrance to the building or a door that is too heavy to be opened by an individual with limited upper body mobility and strength)
- Architectural barriers (e.g., a hallway or door that is too narrow for a wheelchair or scooter)
- Information or communication barriers (e.g. a publication that is not available in large print for people with visual impairment)
- Attitudinal barriers (e.g., ignoring a customer in a wheelchair; assuming people with a disability cannot perform a certain task when in fact they can)
- Technological barriers (e.g., a website that is not accessible for people who require the use of screen readers)
- Barriers created by policies or practices (e.g., not allowing animals on the premises; excluding or removing individuals who require the use of service animals)