



Seven Generations Education Institute
Multi-Year Accessibility Plan
2022-2025

Message from the CEO

Boozhoo and welcome to Seven Generations Education Institute's Multi-Year Accessibility Plan 2022-2025. With the growth of SGEI over the past five years and the need for our organization to become fully compliant with the Accessibility for Ontarians with Disabilities Act, 2005, I am pleased to release this Multi-Year Plan for our communities and organization. SGEI is committed to providing opportunities for all learners and employees in a safe and accessible environment in the Treaty #3 territory.

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Brent Tookenay

Chief Executive Officer

Introduction

Seven Generations Education Institute is committed to providing meaningful employment and creating a workplace that is ethical and fair. We are also committed to the success and well-being of all learners throughout our educational programming. In keeping with these commitments, Seven Generations Education Institute strives to meet the needs of its employees and students with disabilities and is working hard to remove and prevent barriers to accessibility in the workplace and in the learning environment. We are committed to fulfilling our requirements under the *Accessibility for Ontarians with Disabilities Act, 2005*, and this accessibility plan outlines the steps we are taking to meet those requirements and to improve opportunities for people with disabilities.

Regulation 191/11: Integrated Accessibility Standards under the *Accessibility for Ontarians with Disabilities Act, 2005* requires organizations to create multi-year accessibility plans, update them once every five years, and post them on their websites if they have one. An accessibility plan outlines what steps an organization will take to prevent and remove barriers to accessibility and when it will do so. Our plan shows how we will play our role in making Ontario an accessible province for all Ontarians.

This plan is reviewed and updated at least once every five years, and an annual status report will be prepared to report on the progress of each initiative. Seven Generations Education Institute will create an accessibility advisory committee to advise on and assist with the implementation of accessibility initiatives in collaboration with people with disabilities.

Statement of Commitment

Seven Generations Education Institute is committed to ensuring equal access and participation for people with disabilities. We are committed to treating people with disabilities in a way that allows them to maintain their dignity and independence.

We believe in integration, and we are committed to meeting the needs of people with disabilities in a timely manner. We will do so by removing and preventing barriers to accessibility and by meeting our accessibility requirements under Ontario's accessibility laws.

Strategies and Actions

The following section outlines the projects and programs we plan to implement in order to meet the requirements of the *Accessibility for Ontarians with Disabilities Act* and to remove and prevent barriers to people with disabilities.

Customer Service

Seven Generations Education Institute is committed to providing accessible service delivery to people with disabilities. This means that we will provide goods, services, and facilities to people with disabilities with the same high quality and timeliness as others.

Seven Generations Education Institute strongly values the right of students with disabilities to fully participate within the academic environment, and we will ensure that students with disabilities are supported and provided with an equitable opportunity to achieve academic success.

In order to ensure compliance with the Customer Service Standard of the *Accessibility for Ontarians with Disabilities Act*, by January 1st, 2025, Seven Generations Education Institute will:

- Continue to develop, implement, review, and maintain policies, practices, and procedures governing the provision of goods and services to persons with disabilities.
- Continue to inform learners of the availability of accommodation upon request and develop, implement, and review Individualized Accommodation Plans for students with disabilities.

- Be proactive in designing learning spaces, materials, assignments, examinations, and admissions applications in ways which take accessibility into consideration.
- Develop learner feedback processes that are accessible and take into account learner disabilities.
- Develop learner feedback processes specifically to identify barriers to accessibility in the learning environment and create a strategy to implement recommendations.
- Develop a policy on the use of guide dogs or other service animals, outlining the guidelines for ensuring that students, employees, and visitors who require the support of a service animal are accommodated.
- Provide faculty members with professional development opportunities outside of regular training focused on current instructional strategies for engaging all students.

Information and Communications

Seven Generations Education Institute is committed to making our information and communications accessible to people with disabilities. By creating, providing, and receiving information and communications in accessible formats, we can give all people an equal chance to learn and be active in their communities.

In order to ensure compliance with the Information and Communications Standard of the *Accessibility for Ontarians with Disabilities Act*, by January 1st, 2025, Seven Generations Education Institute will:

- Ensure that all public Seven Generations Education Institute websites meet or exceed the Web Content Accessibility Guidelines (WCAG) 2.0, Level AA, which is the current standard under the *Accessibility for Ontarians with Disabilities Act*.
- Continue to notify the public of the availability of accessible formats and provide accessible formats when requested.
- Continue to offer accessible formats and communication supports to employees with disabilities, including providing print and digital documents in accessible formats.
- Develop a process for soliciting, receiving, and responding to feedback in ways that are accessible.
- Ensure that all learning materials are provided in an accessible way, including ensuring that Learning Management Systems meets accessibility guidelines.

Employment

Seven Generations Education Institute is committed to fair and accessible employment practices. Employees with disabilities have the right to meaningful employment that is ethical and fair, and all employment services provided by Seven Generations Education Institute shall follow the principles of dignity, independence, integration, and equal opportunity.

In order to ensure compliance with the Employment Standard of the *Accessibility for Ontarians with Disabilities Act*, by January 1st, 2025, Seven Generations Education Institute will:

- Create an accessibility committee to advise on and assist the implementation of accessibility initiatives and publish an annual status report on the progress of accessibility measures.
- Continue to regularly review employment-related policies and procedures to ensure applicants and employees with disabilities are appropriately accommodated.
- Continue to inform potential candidates in the recruitment and selection process of the availability of accommodations for people with disabilities.
- Continue to inform employees of the availability of accommodations, and collaboratively develop, implement, and review Individualized Accommodation Plans for employees with disabilities.
- Develop an internal communications strategy to raise awareness of the availability of Individualized Accommodation Plans and Individualized Emergency Response Information for employees with disabilities.
- Develop and implement an employee self-identification survey for employees to identify barriers to accessibility in the workplace and create a strategy to implement recommendations.
- Review return-to-work processes and supports to ensure appropriate accommodation for employees who have been absent from work due to a disability.

Procurement

Seven Generations Education Institute is committed to fair and accessible employment practices, and this includes the consideration of accessibility in our procurement practices.

Along with other criteria, like the cost and quality of an item, we will incorporate accessible design and features where possible.

In order to ensure compliance with the *Accessibility for Ontarians with Disabilities Act*, by January 1st, 2025, Seven Generations Education Institute will:

- Review and modify procurement processes to ensure the consideration of accessibility, and to ensure procurement policies include accessibility requirements.

Training

Seven Generations Education Institute is committed to providing training in the requirements of Ontario's accessibility laws and the Ontario Human Rights Code as it applies to people with disabilities.

In order to ensure compliance with the *Accessibility for Ontarians with Disabilities Act*, by January 1st, 2025, Seven Generations Education Institute will:

- Provide training regarding the provision of services to persons with disabilities to all employees, volunteers, and individuals who provide goods, services, or facilities on behalf of Seven Generations Education Institute. Training will be provided as soon as practicable and on an ongoing basis in connection with changes to relevant policies, practices, and procedures.
- Develop training modules on the AODA, accessible documents, and best practices for removing barriers in the workplace and the classroom.
- Continue to keep records of employee training and implement a training cycle to ensure all employees remain up to date on relevant legislation, policies, and best practices for interacting with and providing services to people with disabilities.

Design of Public Spaces

Seven Generations Education Institute is committed to making communal spaces accessible to people with disabilities. We believe that all people should have equal opportunity to participate in events and access services at all of campuses

In order to ensure compliance with the Design of Public Spaces Standard of the *Accessibility for Ontarians with Disabilities Act*, by January 1st, 2025, Seven Generations Education Institute will:

- Meet accessibility laws when building or making major changes to public spaces.

- Continue to implement the recommendations of the Building Accessibility Reviews performed at our Fort Frances, Kenora, and Sioux Lookout campuses. These measures will ensure that accessibility standards are met in the following areas:
 - Parking
 - General vehicle access
 - Exterior approach and entrances
 - Interior doors and doorways
 - Paths of travel, corridors, and hallways
 - Elevators
 - Stairs
 - Washrooms
 - Reception desks, lobbies and waiting areas, and meeting rooms
 - Kitchens
 - Cafeterias
 - General signage and wayfinding
 - Emergency systems and evacuation instructions
 - Workstations
- Seven Generations Education Institute will put procedures in place to prevent service disruptions to the accessible parts of our public spaces.

For More Information

In keeping with our AODA commitments and communicating with people with disabilities in ways that consider their disabilities, this document is available in alternative formats upon request. For more information on this accessibility plan, or to request standard or accessible formats of this document, please contact Michelle Allan, Director of Human Resources, at michellea@7generations.org.

Our accessibility plan is publicly posted at <https://www.7generations.org/>.