

# Camp Wanapitei Accessibility Policy

## Purpose and Application

Under the Accessibility for Ontarians with Disabilities Act, 2005 all businesses must meet the requirements of accessibility standards established by regulation. This policy establishes the accessibility standards for customer services for Camp Wanapitei Coed Camps Limited in accordance with Ontario Regulation 429/07, the Accessibility Standards for Customer Service. This policy applies to all employees of Camp Wanapitei Coed Camps Limited, its agents, volunteers and contracted service staff.

## Definitions

**Accessible** means customer service is provided in a manner that is capable of being easily understood or appreciated; easy to get at; capable of being reached, or entered; obtainable.

**Disability** means:

- Any degree of physical 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 coordination, blindness or visual impairment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog, or other animal or an a wheelchair or other remedial appliance or device;
- A condition of mental impairment or a developmental disability;
- A learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
- A mental disorder;
- An injury or disability for which benefits were claimed and received under the insurance plan established under the Workplace Safety and Insurance Act, 1997.

**Guide Dog** means a dog trained as a guide for a blind person and having the qualifications prescribed by the Blind Person's Rights Act R.S.O. 1990, c. B.7, s. 1 (1).

**Service Animal** is an animal for a person with a disability, if it is readily apparent that the animal is used by the person for reasons relating to his/her disability; or if the person provides a letter from a physician or nurse confirming that the person requires the animal for reasons relating to the disability.

## Policy Statement

Camp Wanapitei is committed to providing exceptional and accessible service to its customers. Goods and services will be provided in a manner that respects the dignity and independence to all customers. The provision of services to persons with disabilities will be integrated wherever

possible. Persons with disabilities will be given an opportunity equal to that given to others, to obtain, use or benefit from the goods and services provided by and on behalf of Camp Wanapitei.

## **Policy Requirements**

### **1. Communication Standards**

Camp Wanapitei makes information concerning our policies, practices and programming accessible through multiple mediums. We will communicate with people with disabilities in ways that take into account their disability. Customers that they may receive information via:

- Electronic forms
- Printed material
- Phone conversations
- Face-to-face interactions
- Our website

### **2. Use of Service Animals and Support Persons**

- If a person with a disability is accompanied by a guide dog or other service animal, Camp Wanapitei will ensure that the person is permitted to enter our Temagami site and facilities with the animal and to keep the animal with him or her unless the animal is otherwise excluded by law. The service animal must be under the care and control of the individual at all times.
- If a person with a disability is accompanied by a support person, Camp Wanapitei will ensure that both persons are permitted to enter the camp facilities, and the person with a disability is not prevented from having access to the support person. Camp Wanapitei may require a person with a disability to be accompanied by a support person when in a camp facility, but only if a support person is necessary to protect the health or safety of the person with a disability or the health and safety of others in the facility. If an amount is payable by a support person for admission or otherwise, to a premise, or where a fee includes or covers such costs as food or accommodation Camp Wanapitei will ensure notice is given in advance about the amount.

### **3. Notice of Temporary Disruptions**

Camp Wanapitei will provide notice of disruption of services to the public.

Any Notice of Disruption will contain the following:

- Reason for the disruption
- Anticipated duration

Camp staff will provide such notice in at least one of the following three methods:

- Notice physically posted at the site of the disruption
- Notice on the camp website
- Notice emailed to customers directly

### **4. Feedback Process**

Camp Wanapitei accepts feedback from the public in a variety of methods including:

- Phone
- In person
- Fax
- Email
- And, through feedback surveys

All feedback is reviewed by the Directors. Complaints are investigated and follow-up is provided to the customer if requested.

#### **5. Accessibility Training**

- Every person who deals with members of the public or who participates in developing Camp Wanapitei's policies, practices and procedures governing the provision of goods and services to the public; including camp staff, volunteers, agents, will receive training regarding the provision of goods and services to persons with disabilities.
- The training will include the following information:
  - i. The purpose of the Accessibility for Ontarians with Disabilities Act;
  - ii. How to interact and communicate with persons with various types of disabilities;
  - iii. How to interact with persons with disabilities who use an assistive device, or require the assistance of a service animal or support person;
  - iv. What to do if a person with a disability is having difficulty accessing services.
- Training will be provided to each person according to his or her needs and duties and as soon as is practicable on an ongoing basis in connection with changes to policies, practices and procedures governing the provision of goods and services to persons with disabilities. A record of the dates on which training is provided and the number of individuals to whom it is provided will be kept.

#### **6. Notice of Availability of Documents**

- Camp Wanapitei will provide the public notice of the availability of the documents, required by the Accessibility Standards for Customer Service, (O. Reg 429/07) upon request. Notice of availability will be provided on the Camp Wanapitei website.

#### **7. Format of Documents**

- If Camp Wanapitei is required, by the Accessibility for Ontarians with Disabilities Act, 2005, to give a copy of a document to a person with a disability, the camp will take into account the person's ability to access the information and will provide the document or information contained in the document in a format that meets those needs as agreed upon with the person.