

Section 1: Administration

Accessible Recruitment Policy

Created: April 2018

Last Reviewed: May 2023

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Statement of Commitment

THRIVE Child Development Centre is committed to respecting and promoting the dignity and independence of people with disabilities. We support accessibility and inclusiveness for persons with disabilities.

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 providing services to our clients, the public and our staff that are free of barriers and biases.

THRIVE ensures that key principles of independence, dignity, integration and equality of opportunity shall be reflected and valued in our learning and working environments. Our conduct demonstrates our belief in the strength that diversity brings to our communities.

Accessibility Standard Policy

This Accessibility Standard Policy outlines the steps we will take in order to bridge accessibility and accommodate the needs and requirements of individuals with disabilities through our customer service and employment practices.

All policies and procedures at THRIVE have been developed to promote respect of all individuals, dignity, and independence for people with disabilities as set out in the Canadian Charter of Rights and Freedoms, the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA). If any person finds that a policy or procedure of THRIVE impedes these principles, such policy or procedure will be reviewed and modified or removed.

CORE PRINCIPLES:

Our Accessibility Policy is consistent with the principles of independence, dignity, integration and equality of opportunity for people with disabilities as outlined in the AODA:

Independence - What does the principle of independence mean?

Accommodating a person's disability means respecting their right to do for themselves and to choose the way they wish to receive goods and services, by engaging with them in a manner of the person's choosing: one that allows for different modes of communication to facilitate autonomy.

Dignity - What does the principle of dignity mean?

THRIVE respects the dignity and independence of persons with disabilities by treating them as valued and as deserving of effective and full service as any other client or staff.

Integration - What does the principle of integration mean?

THRIVE provides all services in a manner that enables all individuals to access the same services, in the same place, and in a similar way as others. Persons may require alternative formats and flexible approaches to ensure inclusiveness and full participation. This is a fundamental human right.

If THRIVE is unable to remove accessibility barriers, THRIVE will take steps to consider what else can be done to achieve effective or alternative access.

Equal Opportunity - What does the principle of equal opportunity mean?

THRIVE provides equal services, resources, and benefits to all, regardless of personal circumstance. When providing equal opportunities for persons with disabilities, THRIVE ensures there are mechanisms in place to facilitate services in such a way that no one has to exert significantly more effort than others in order to obtain them.

Recruitment, Hiring and Employment

THRIVE is committed to fair and accessible employment practices. We notify employees, job applicants and the public that accommodations can be made during recruitment and hiring. We notify job applicants when they are individually selected to participate in an assessment or selection process that accommodations are available upon request. We consult with the applicants and provide or arrange for suitable accommodation.

We notify successful applicants of policies for accommodating employees with disabilities when making offers of employment.

We notify staff that supports are available for those with disabilities as soon as practicable after they begin their employment. We provide updated information to employees whenever there is a change to existing policies on the provision of job accommodation that take into account an employee's accessibility needs due to a disability.

We will consult with individuals (employees, students, volunteers) when arranging for the provision of suitable accommodation in a manner that takes into account the accessibility needs due to disability. We will consult with the person making the request in determining the suitability of an accessible format or communication supports specifically for:

- information that is needed in order to perform the job; and
- information that is generally available to individuals in the workplace

Feedback

THRIVE welcomes feedback on how we provide accessible customer service. Customer feedback will help us identify barriers and respond to concerns; assists THRIVE to continually improve accessibility to services. Feedback can be provided:

- in person,
- by telephone at 705- 759-1131 or toll free at 1-855-759-1131,
- by email at info@kidsthive.ca, or
- In writing to THRIVE Child Development Centre, 74 Johnson Avenue, Sault Ste. Marie, ON, P6C 2V5.

All feedback, including complaints, will be directed to the Chief Executive Officer. THRIVE shall provide a response in the same format in which the feedback or complaint was received within fourteen (14) business days.

Personal privacy will be respected, and all feedback or complaints will be reviewed for possible action that can be taken to improve THRIVE's policies, practices, and procedures.