



# Accessibility

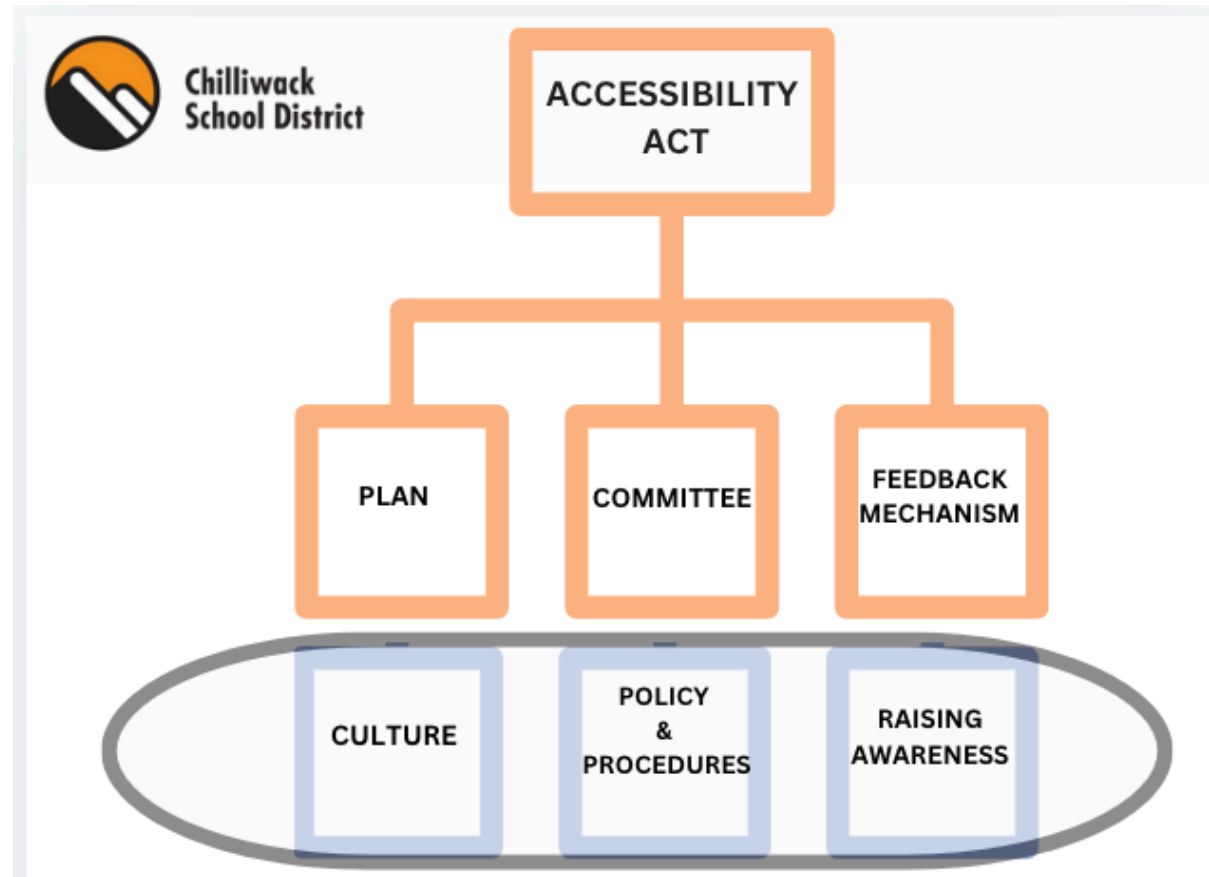
Syós:ys lets'e th'ále, lets'emó:t

~One heart, one mind, working together for a common purpose~





# Plan Overview



# 2024/2025 Plan Priority Update



## Priority 1 – Cultural Shift

- Learning Plan for All Leaders
- District Staff Meeting
- Pro-D Offerings
- Student Engagement – Middle School



## Priority 2 – Barrier Scan of District Practices and Guiding Documents

- Accessible Communications Checklist – pilot to inform framework for policy and procedure scan
- PVP to trial the checklist to assess their School Code of Conducts
- Toolkit for All Leaders to focus on barrier scanning training



## Priority 3 – Raising Awareness

- Resources and barrier signage included in school start-up manuals
- Accessibility dates and scheduled campaigns in annual communications calendar
- SharePoint IDEA (Inclusion, Diversity, Equity and Accessibility) Hub for resource sharing



# Priority 1 Highlights – Culture Shift

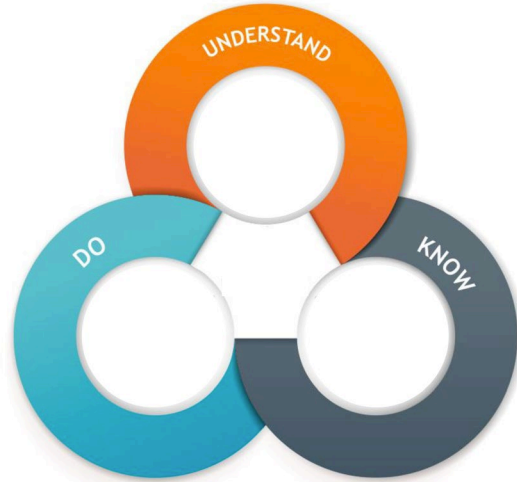
November 14th - ALL LEADERS  
meeting



January staff meeting –  
activity modelled at all  
leaders meeting –OPTIONAL

# Colin's Story...

## “Making the invisible visible”



Hello. Much like many of the students we support, there are things about me that make me unique. One of those things is that I have ADHD.

If you notice that my office door is often closed, please know it is not because I don't want to connect with you. It is because I have trouble sustaining focus when my door is open. Despite having my door closed, I enjoy talking to EVERYONE. Please feel free to stop by ANYTIME (even if the door is closed) to say hi or discuss whatever is on your mind.

The door may be closed, but this office and I are ALWAYS open to you.

# Priority 1 Highlights – Culture Shift

November 14th - ALL LEADERS meeting



January staff meeting – activity modelled at all leaders meeting  
–OPTIONAL

Jan 24th Toolkit : Communications Checklist Implementation,  
Experiencing Accessibility in the Chilliwack School District

February 5<sup>th</sup> (2:30-4:00) and Feb 12<sup>th</sup> (3:15-4:45) District Staff  
Meeting – Panel, Practical Steps, Resources

# Priority 1 Highlights – Culture Shift

February 5<sup>th</sup> (2:30-4:00) and Feb 12<sup>th</sup> (3:15-4:45) District Staff Meeting – Panel, Practical Steps, Resources



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# Measures:



# Priority 2 Highlights



## Accessible Communications Checklist

In alignment with [SD33's Accessibility Plan](#), this checklist is designed to assist with creating accessible communications, including:

- Policies and Administrative Procedures
- Site-based and other Guiding Documents
- Visuals and Presentation Materials (posters, slideshows, videos, etc.)
- Websites and other External Communications

### Written Communication (general accessibility considerations)

<input type="checkbox"/>	<b>Plain language – Purpose, Audience and Structure:</b> <ul style="list-style-type: none"><li>• Is the intention clear and specific?</li><li>• Who is the target audience?</li><li>• Is the information organized to serve the reader's needs?</li></ul> Examples included in <a href="#">Appendix A</a> .
<input type="checkbox"/>	<b>Plain Language – Design and Expression:</b> <ul style="list-style-type: none"><li>• Use a <b>conversational tone</b> with the <b>active voice</b> in the <b>present tense</b>.</li><li>• Write at a Grade 8 reading level or lower (<a href="#">Grade Level Checker</a>).</li><li>• Use simple, common words.</li><li>• Keep sentences short.</li><li>• Define and/or spell-out abbreviations and acronyms.</li><li>• Consider alternatives to paragraphs (use bullet points, lists and tables).</li><li>• Use descriptive headings.</li><li>• Avoid using all capital letters (for example, use "policy" instead of "POLICY").</li></ul> Examples included in <a href="#">Appendix A</a> .
<input type="checkbox"/>	<b>Use inclusive language:</b> <ul style="list-style-type: none"><li>• Gender neutral</li><li>• Person-centric</li></ul> Examples included in <a href="#">Appendix B</a> .
<input type="checkbox"/>	<b>Include hyperlinks</b> , where applicable (ensure the links are active): <ul style="list-style-type: none"><li>• Relevant Policies, Administrative Procedures or other documents.</li><li>• Relevant Legislation, Regulations, or other guidelines/directives.</li></ul>
<input type="checkbox"/>	<b>Policies, Administrative Procedures and Guiding Documents</b> The document includes: <ul style="list-style-type: none"><li>• A clear and specific purpose.</li><li>• Implementation procedures.</li><li>• Title.</li><li>• Headings (where possible, headings should be embedded in the document – see <a href="#">Appendix B</a>).</li><li>• Bullet points, lists and/or tables.</li></ul>

Jan 24th Toolkit : Communications Checklist – School Policy checked against the Accessible Communication Checklist



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# Measures:



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# SCAN HERE

**Help Us Break Down Barriers**

Tell us about a barrier you have experienced.



<https://www.letstalksd33.ca/accessibility-sd33>

## Priority 3 Highlights

Communications  
strategy –  
Accessibility

Awareness  
Campaigns

Barrier feedback



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# Measures: