

Camp Chikopi is proud to be in compliance with Ontario's Accessible Employment Law

Camp Chikopi's HR practices are accessible to everyone.

All full-time, part-time, seasonal and contract workers. Whom we

- pay wages or a salary
- have control over the work assigned
- have a right to control the details of the work

We are responsible for ensuring that the services volunteers and independent contractors provide on our behalf follow the rules of Ontario's accessibility standards. We have ensured these individuals are trained to meet the requirements.

Camp Chikopi has 1-49 employees, we must complete 4 requirements of the Accessible Employment Standard in our workplace:

- [hiring](#)
- [workplace information](#)
- [talent and performance management](#)
- [communicate accessibility policies](#)

Camp Chikopi Hiring

Camp Chikopi welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

Accessible accommodation and support will be provided to successful job applicants.

Workplace information

Workplace information in an accessible format is available if an employee asks for it. This includes:

- any information employees need to perform their jobs (e.g. job descriptions and manuals)
- general information that is available to all employees at work (e.g. company newsletters, bulletins about company policies and health and safety information)

Everyone is different, we are happy to do what works best for you. We encourage all employees to notify us on how they would like to receive the above information. Large print, read aloud, or with captions.

Staff Accessible emergency information, for when you become aware that an employee may need accommodation in an emergency.

<https://dr6j45jk9xcmk.cloudfront.net/documents/3773/guide-emergencyinformation-employees-eng-20-en.pdf>

[How to make information accessible](#)

Talent and performance management

Camp Chikopi has informal performance and management reviews, when we hold a review we will consider the needs of an employee with disabilities when we:

- hold formal or informal performance reviews
- promote or move them to a new job

Examples include:

- making documents available in accessible formats (e.g., large print for people with low vision)
 - providing feedback and coaching in a way that is accessible to them (e.g., allowing someone with a learning disability to record the conversation)
 - providing the accommodations they need to successfully learn new skills or take on more responsibilities
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Communicate accessibility policies

Camp Chikopi is happy to communicate with our employees about our policies to support people with disabilities. We notify all new employees when they are hired, and tell all our employees if we change the policies.

To read this information we use:

- emails
- memos
- websites
- staff meetings
- one-on-one conversations

Related information

- **Related**

Employment standard webinars

Accessibility training modules

Employer toolkit

Accommodation under Ontario's Human Rights Code

Ontario's accessibility laws

Subscribe to the newsletter

Other relevant information:

<https://www.ontario.ca/page/accessible-customer-service-policy>