

Procedure Title	Accessibility Standards – Accessible Outdoor Playspaces		
Date of Issue	August 24, 2016	Related Policy	BP 1411-D
Revision Dates		Related Forms	AF 1427
Review Date		Originator	Administrative Council
References			
Accessibility for Ontarians with Disabilities Act, 2005 (AODA); Accessibility Standards for Customer Service, Ontario Regulation 429/07; Ontario Human Rights Code; Annual Accessibility Plan; AP 1411-D “Accessibility Standards for Customer Service-Use of Assistive Devices by the General Public”; AP 1413-D “Accessibility Standards for Customer Service – Disruption of Service”; AP 1414-D “Accessibility Standards for Customer Service – Monitoring and Feedback”; AP 6822-D “Code of Conduct”; AP 3820-D “Playspaces and Equipment” (including Appendix A Playspace Equipment Checklist); AP 3801-D “Occupational Health & Safety Program”			
Procedure:			

1.0 RATIONALE

- 1.1 Bluewater District School Board is committed to ensuring that outdoor playspaces are designed, constructed, and redeveloped in accordance with AODA Regulation 191/11.
- 1.2 This procedure shall apply to newly constructed and redeveloped outdoor playspaces. Playspaces include areas with play equipment or structures, as well as natural features such as logs, rocks, sand or water, where the equipment or features are designed and placed to provide play opportunities for children and caregivers.
- 1.3 This procedure shall be used in conjunction with AP 3820-D “Playspaces and Equipment”.

2.0 PROCEDURE

2.1 Responsibility

- a) Principals will ensure that the public, persons with disabilities, and caregivers are consulted prior to designing and constructing new outdoor play spaces and/or prior to redeveloping existing playspaces.

2.2 Methods of Notice to Public

- a) Principals will notify the public that a new outdoor playspace is being designed or that an existing outdoor playspace is being redeveloped and invite input from the public, persons with disabilities, and caregivers.
- b) Methods of notice can include, but are not limited to:
 - i. Newspaper Ads
 - ii. Postings on school or board websites
 - iii. Newsletters

2.3 Methods of Consultation

- a) Principals can use various methods to collect input from the public including, such as, but not limited to:
 - i. School meetings
 - ii. School council meetings
 - iii. Surveys or polls
 - iv. Assemblies
 - v. Email/written communication
 - vi. Phone conversations
 - vii. One on one meetings/interviews

2.4 Documentation

- a) Principals will document all public consultation using administrative form AF 1427 “AODA Outdoor Playspaces - Proof of Public Consultation”.
- b) Completed consultation forms must be provided to the Human Resources Services Officer responsible for AODA Administration. The Human Resources Services Officer will notify Purchasing, Plant, and Health & Safety Departments that the requirement for public consultation has been satisfied.
- c) New or redeveloped playspace projects will not move forward until the requirement for public consultation has been satisfied.

2.5 Design Considerations

- a) Design elements and features, concerns, and suggestions provided by the public consultation process must be taken into consideration when designing or re-developing outdoor playspaces.
- b) It is understood that it may not be possible for all users, whether or not they have a disability, to access all equipment or play activities within a playspace. The goal is to create a playspace that is as accessible as possible, to as many people as possible.
- c) Consideration should be given to the following:
 - i. All equipment must meet National Standard of Canada CAN/CSA-Z614-14 Children’s Playspaces and Equipment requirements. Purchasing has a listing of CSA certified equipment.
 - ii. Design elements and features must comply with health and safety policies & procedure AP 3801-D “Occupational Health & Safety Program”.
 - iii. The surface of the playspace must be accessible (e.g., using engineered ground coverings that are friendly to wheelchairs, strollers, walkers, and other assistive equipment).
 - iv. Activities should be available at both ground level and higher up.
 - v. Any ramps should lead to an accessible area with a significant activity at the top of the ramp
 - vi. The playspace should incorporate activities at varying degrees of difficulty.
 - vii. Various forms of sensory play should be included (e.g., activities involving movement, sound, and/or texture).
 - viii. If using swings, consider bucket swings, swings with seat belts and/or high backs to provide added support and security for users.
 - ix. Use landscaping to enhance the playspace by providing added sensory input and creating quieter areas.
 - x. Ensure adequate shaded areas are provided.
 - xi. Ensure the playspace is accommodating to caregivers (e.g., accessible sitting areas to watch while children play).
- d) Principals will contact Plant and Purchasing Departments in accordance with AP 3820-D “Playspaces and Equipment” and AP 3820-D Appendix A “Playspaces & Equipment Procurement Checklist”.