

## ***Policy concerning Persons with Disabilities***

### **Human Rights Code**

The Ontario *Human Rights Code* stipulates that every person has a right to equal treatment with respect to services, goods and facilities, and to occupancy of accommodation and employment, without discrimination because of disability. KLC College, in accordance with the Ontario Human Rights Code, will make every reasonable effort to provide both an accessible environment and appropriate support services for members of the College community with special needs. The College actively accommodates those with special needs, and initiates this process in the area of services, goods and facilities.

### **KLC College's policy**

KLC College recognizes its responsibility to those students, faculty and staff with special needs. It undertakes to ensure access to its academic programs and physical facilities, short of undue hardship, while protecting the academic integrity of the College.

### **Rights and responsibilities**

The College acknowledges that the individual members of each group identified above have both rights and responsibilities, the respective recognition and exercise of which will be essential to the implementation of this policy.

The implementation of the above policy will be based upon awareness of need. If you are in need of accommodation (whether academic, or with respect to facilities or employment), please contact the Human Resources Coordinator. While the accommodation process will necessarily be tailored to take account of the specific needs and requests at issue in each case, generally, the process will consist of the Human Resources Coordinator reviewing any request received and meeting with the person requesting accommodation to discuss present abilities and restrictions as well as the accommodations requested, with the goal of implementing accommodations that are reasonable in the circumstances. In all cases, confidentiality will be maintained such that the personal information of anyone requesting an accommodation is only disclosed to persons to the extent that doing so is necessary to determine or implement appropriate accommodations.

As part of the accommodation process, KLC College may request documentation from a qualified third party (such as a health care professional) to confirm the present abilities and restrictions of the person requesting accommodation, together with any relevant information regarding prognosis. Persons requesting or in receipt of accommodation have an obligation to work cooperatively with KLC College to agree on and implement accommodation that

permits the person to participate as fully as is reasonably possible in the circumstances. KLC College will take steps to do what it can to provide accommodations as and when requested, but it reserves the right to implement alternative accommodations, or to refuse to provide requested accommodations, where providing the accommodations requested would result in undue hardship (for example, where doing so may endanger staff, students or members of the public or would compromise KLC College's ability to comply with its obligations as imposed by accreditation bodies or lawful authorities).