

Limestone District School Board



In accordance with the LDSB's Multi-Year Accessibility Plan, the Board is committed to providing accessible formats and communication supports, upon request, for persons with disabilities.

Accessible format is an alternative to standard print. It may include, but is not limited to, electronic formats, audio formats, or Braille.

Communication supports are supports that may be required to access information. Supports may include, but are not limited to, a sign language interpreter, reading information out loud to a person with vision loss, or assistive listening devices.

Requests for an accessible format or communication support for school-based documents or services will be directed to the school's administration. **Upon receipt of a request, school staff will consult with the applicant to determine the most appropriate accessible format or communication support.** Arranging for the provision of the accessible format or communication support will be done in a timely manner, taking into account the person's accessibility needs.

The attached table provides a summary of possible requests, contact information, and the cost of securing the accessible format or communication support. **Please submit invoices or receipts to the Education Centre, attention: Alison McDonnell.**

Also attached is the Accessible Format / Communication Support Request Form. In order to track the number and type of requests being made, a school staff member is asked to fill in the Request Form during the consultation process. It is also recommended that schools' keep a record of actions taken to secure the support (agencies contacted, date contact was made, etc.), and document the outcome at the bottom of the Request Form.