

Accessibility Plan

ITEM	ACTION	PROGRESS AND TIMELINE
Building design and renovations	Any and all plans with respect to the construction of the building to conform to both building regulations, historical restrictions and AODA accessibility code requirements	Ongoing
Emergency Evacuation Plans and Process	Review all action plans to ensure compliance and accommodation of any staff or guests with disabilities	Ongoing
Guest welcome kiosks	Review to ensure appropriate height and accessibility	Ongoing
Guest Comment Cards	Revised to ask 'obstacle' question	Completed Fall 2013
Website	Revisions and update to Elmwood Spa website to comply with legislation	Service provider is aware and currently making changes to update the website including compliance
Staff Training	Review all orientation and ongoing training materials and information to be compliant	Initial review completed Fall 2013. Ongoing

Revision Control

Date	Comments
August 2014	Created