# Accessibility statement for Wicklewood Parish Council

This accessibility statement applies https://wicklewoodpc.norfolkparishes.gov.uk

This website is run by Wicklewood Parish Council. We want as many people as possible to be able to use this website. For example, that means you should be able to:

* change colours, contrast levels and fonts
* zoom in up to 300% without the text spilling off the screen
* navigate most of the website using just a keyboard
* navigate most of the website using speech recognition software
* listen to most of the website using a screen reader (including the most recent versions of JAWS, NVDA and VoiceOver)

We’ve also made the website text as simple as possible to understand.

[AbilityNet](https://mcmw.abilitynet.org.uk/) has advice on making your device easier to use if you have a disability.

## How accessible this website is

We know some parts of this website are not fully accessible:

* the text will not reflow in a single column when you change the size of the browser window
* you cannot modify the line height or spacing of text
* most older PDF documents are not fully accessible to screen reader software
* you cannot skip to the main content when using a screen reader

## Feedback and contact information

If you need information on this website in a different format like accessible PDF, large print, easy read, audio recording or braille:

* email wicklewoodpc@outlook.com
* call 01362 699769

We’ll consider your request and get back to you in 10 working days.

## Reporting accessibility problems with this website

We’re always looking to improve the accessibility of this website. If you find any problems not listed on this page or think we’re not meeting accessibility requirements, contact: Helen Frayer, Parish Clerk, wicklewoodpc@outlook.com or phone 01362 699769.

## Enforcement procedure

The Equality and Human Rights Commission (EHRC) is responsible for enforcing the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 (the ‘accessibility regulations’). If you’re not happy with how we respond to your complaint, [contact the Equality Advisory and Support Service (EASS)](https://www.equalityadvisoryservice.com/).

## Technical information about this website’s accessibility

Wicklewood Parish Council is committed to making its website accessible, in accordance with the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.

## Compliance status

This website is partially compliant with the [Web Content Accessibility Guidelines version 2.1](https://www.w3.org/TR/WCAG21/) AA standard.

We know that certain aspects of this website may prevent it from being fully accessible:

**PDFs and other documents**

Some of our PDFs and Word documents are essential to providing our services. All documents owned by the parish council posted since January 2020 meet accessibility standards. We plan to gradually replace policy and procedure documents with accessible PDFs or HTML page as they are updated

The accessibility regulations [do not require us to fix PDFs or other documents published before 23 September 2018](http://www.legislation.gov.uk/uksi/2018/952/regulation/4/made) if they’re not essential to providing our services. For example, we do not plan to fix some financial documents that are scanned images and cannot be read by a screen reader and older Agendas and Minutes. Any person requiring documents between 23 September 2018 and January 2020 to be in accessible format please request the specific documents from the Parish Clerk.

Any new PDFs or Word documents we publish will meet accessibility standards.

## Preparation of this accessibility statement

This statement was prepared on 8th July 2020. It was last reviewed on 8th July 2020.

This website was last tested on 29th June 2020. The test was carried out by Wicklewood Parish Council using the WebAIM Web Accessibility Evaluation Tool (WAVE).

We used this approach to deciding on a sample of pages to test.