



## **Cowfold Parish Council website Accessibility Statement**

### **Introduction**

Cowfold Parish Council is committed to ensuring digital accessibility for people with disabilities. We are continually striving to improve the user experience for everyone and applying the relevant accessibility standards.

### **Measures to support accessibility**

Cowfold Parish Council takes the following measures to ensure the accessibility of the Cowfold Parish Council website:

1. Design the website using an accessibility-ready (WordPress) theme
2. Use automated software to carry out a top-level audit of each page of the website and correct any non-compliances
3. Carry out manual checks of elements not covered by the automated software and correct any non-compliances
4. Update the site to correct faults identified by users
5. Repeat the above steps on a regular basis to ensure that good accessibility is maintained.

We have completed steps 1 and 2 and are currently working through the laborious process of manually checking each individual page. We hope to complete this task by 31 December 2020. We have not yet received any feedback from users of the site.

### **Conformance status**

The [Web Content Accessibility Guidelines \(WCAG\)](#) set out requirements for designers and developers to improve accessibility for people with disabilities. It defines three levels of conformance: Level A, Level AA, and Level AAA.

Cowfold Parish Council is partially conformant with WCAG 2.1 level AA. (Partially conformant means that some parts of the content do not fully conform to the accessibility standard.)

## **Feedback**

We welcome your feedback on the accessibility of the Cowfold Parish Council website. Please let us know if you encounter accessibility barriers when reading the website:

- Phone: 01403 864806
- E-mail: [clerk@cowfold-pc.gov.uk](mailto:clerk@cowfold-pc.gov.uk)
- Postal address: c/o The Parish Clerk, 117 Acorn Avenue, Cowfold, West Sussex RH13 8RT

We try to respond to feedback within seven business days.

## **Compatibility with browsers and assistive technology**

The Cowfold Parish Council website is designed to be compatible with the following assistive technologies:

- Mobile phones
- Desktop (Windows and Apple) computers
- Tablet devices
- Commonly used browsers
- Screen readers

## **Technical specifications**

Accessibility of the Cowfold Parish Council website relies on the following technologies to work with the particular combination of web browser and any assistive technologies or plugins installed on your computer:

- HTML
- CSS
- JavaScript

These technologies are relied upon for conformance with the accessibility standards used.

## **Non-Accessible Content**

### **Limitations and alternatives**

Despite our best efforts to ensure accessibility of the <http://www.cowfold-pc.gov.uk> website, there may be some limitations. Below is a description of known limitations, and potential solutions. Please contact us if you observe an issue not listed below.

### **Non-compliance with the accessibility regulations**

1. Older documents created using non-compliant PDF software.  
Documents created prior to December 2019 may not be compliant. If you find that a document is not compliant, please let us know and we will do our best to provide a compliant version. (It would be a disproportionate burden to go back and amend all historic documentation.)
2. Our website contains third-party content. We do not have control over and are not responsible for the accessibility of this content; this may include links to non-CPC websites.
3. Content not within the scope of the accessibility regulations.

### **Assessment approach**

The accessibility of the Cowfold Parish Council website was assessed by self-evaluation using the steps listed above (Measures to support accessibility).

### **Formal approval of this accessibility statement**

This Accessibility Statement is approved by:

Neil Williams

Webmaster

Cowfold Parish Council website

Date: 16 September 2020