

**QUEEN CAMEL PARISH COUNCIL****Clerk:** Emma Curtis, 14 Everlanes Close, Milborne Port, Sherborne, DT9 5FT**Tel:** 01963 250015**e-mail:** clerk@queencamelpc.org.ukwww.queencamelpc.org.uk**Accessibility statement for www.queencamelpc.org.uk**

This website is run by Queen Camel 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](#) 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
- live video streams do not have captions (if we had any!)
- some of our online forms are difficult to navigate using just a keyboard
- you cannot skip to the main content when using a screen reader

What to do if you cannot access parts of this website

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

- email clerk@queencamelpc.org.uk
- call 01963 250015
- Write to us at: 14 Everlanes Close, Milborne Port, DT9 5FT

We'll consider your request and get back to you in 5 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 please contact the Parish Clerk on the details provided above.

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 \(EASS\)](#).

Contacting us by phone or visiting us in person

Find out how to contact us <http://queencamelpc.org.uk/contact/>

Technical information about this website's accessibility

Queen Camel 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.

This website is partially compliant with the [Web Content Accessibility Guidelines version 2.1](#) AA standard, due to the non-compliances listed below.

Non accessible content

The content listed below is non-accessible for the following reasons:

- The main menu bar and header image is not compliant; however, this has been mitigated by producing a text only menu at the bottom.

Non-compliance with the accessibility regulations

Some images do not have a text alternative, so people using a screen reader cannot access the information. This fails WCAG 2.1 success criterion 1.1.1 (non-text content). We will add text alternatives for all images by September 2020. When we publish new content, we'll make sure our use of images meets accessibility standards.

Some older documents are not helpfully named: Since 2019 all documents have been named to reflect their content, but we have no plan to retrospectively change anything before 2019.

Disproportionate burden

We've assessed the cost of fixing the above issues with navigation and accessing information, and with interactive tools and transactions. We believe that doing so now would be a [disproportionate burden](#) within the meaning of the accessibility regulations.

We will make another assessment annually and in the light of technology developments we will continue to change what we can. We welcome any comment on how we might better present ourselves.

PDFs and other documents

Many of our older PDFs and Word documents do not meet accessibility standards - for example, they may not be structured so they're accessible to a screen reader. This does not meet WCAG 2.1 success criterion 4.1.2 (name, role value).

Some of our PDFs and Word documents are essential to providing our services. For example, we have PDFs with information on how users can access our services, and forms published as Word documents. By September 2020, we plan to either fix these or replace them with accessible HTML pages.

The accessibility regulations [do not require us to fix PDFs or other documents published before 23 September 2018](#) if they're not essential to providing our services. For example, we do not plan to fix any of the minutes and agendas. However any older documents can be requested in printed form as required.

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

How we tested this website

This website was last tested on 29th January 2020. The test was carried out by Jimmy Flynn of Jimmy Flynn Web Services and Emma Curtis, Parish Clerk.

We used this approach to test the whole website [WAVE Web Accessibility Evaluation Tool](#) & [AMP Level Access](#)

We tested:

- All pages of our main website platform, available at queencamelpc.org.uk

This statement was prepared on 26th February 2020. It was last adopted on 9th March 2020.