



**OTFORD
PARISH
COUNCIL**

The School House, 21, High Street, Otford,
Sevenoaks,
Kent TN14 5PG
Tel: 01959 524808 Fax: 01959 525298
Office hours 8.30 to 12.30 Monday to Friday
Email: clerk@otfordpc.co.uk

Accessibility Statement

This new website is run by Otford Parish Council. We have made every effort to ensure our website is easy to use and accessible for everyone. The website layout and text has been made as simple as possible to understand. Visitors should be able to navigate the website using just a mouse pointer and keyboard.

The government has produced an excellent guide for disabled computer users. This can be found at AbilityNet (<https://mcmw.abilitynet.org.uk/>). It has detailed advice on making your device easier to use and covers useful tips such as making your screen images and text larger, using a text reader to convert text to sound as well as Voice Recognition to control your computer, and increasing mouse pointer sizes etc.

How accessible is this website?

We know that some of the content on this website is not fully accessible yet and work to correct this will be ongoing as the site develops. We are fully committed to making sure our website is fully compliant with accessibility standards.

What to do if you cannot access parts of this website

If you need information on this website in a different format please contact us using the options below:

Email: clerk@otfordpc.co.uk

Call: 01959 524808

Write to us at: Parish Clerk, The School House, 21 High Street, Otford, Kent TN14 5PG. We will consider your request and contact you within 10 working days.

Reporting accessibility problems with this website

We are always open to suggestions about how to improve the accessibility of our website. If you find any problems or think we are not meeting accessibility requirements, please contact the Parish Clerk at clerk@otfordpc.co.uk or call 01959 524808.

Enforcement Procedure

The Equality and Human Rights Commission (EHRC) is responsible for enforcing the Public Sector Bodies (Website and Mobile Applications) (No 2) Accessibility Regulations 2018 (the "accessibility regulations"). If you have a complaint about our website and are not happy with the response you have received, please contact the Equality Advisory and Support Service (EASS) (<https://www.equalityadvisoryservice.com/>).

Technical Information about this website's accessibility

Oxford Parish Council is committed to making its website accessible in accordance with the Public Sector Bodies (Website and Mobile Applications) (No 2) Accessibility Regulations 2018. This website framework is compliant with the Web Content Accessibility Guidelines version 2.1AA standard. Some content is partially compliant for the reasons listed below.

Non-accessible content

Some documents prior to September 2018 may not be saved in an accessible format, such as:

- Agendas and Minutes.
- Documents published before September 2013 are exempt.
- Content produced by third parties or using third party software.

Non-compliance with accessibility regulations

We will do all that we can to identify content that is non-compliant and remove or repair it.

How we test our website

This website has been created by Aubergine 262 to provide a compliant website and will be the subject of future WCAG Accessibility Scans.