

Chipperfield Parish Council

Accessibility Policy

1. Introduction

Chipperfield Parish Council is committed to ensuring that its services, information, and facilities are accessible to everyone. We aim to make our activities inclusive and accessible, regardless of disability, age, gender, race, religion, or other protected characteristics.

This policy supports the Council's duties under:

- Equality Act 2010
- Public Sector Equality Duty
- UK General Data Protection Regulation (UK GDPR)
- Relevant accessibility regulations and guidance

2. Scope

This policy applies to:

- The Parish Council's website and online content
- Public meetings and consultations
- Communications with residents and stakeholders
- Parish Council facilities and services

3. Website Accessibility

Chipperfield Parish Council aims to ensure that its website is accessible and usable for as many people as possible. We will seek to ensure that:

- Website content is clear, simple, and written in plain English
- Pages are compatible with screen readers and assistive technologies
- Images include appropriate alternative text where required
- Documents are provided in accessible formats where reasonably practicable

The Council will work towards meeting the requirements of the **Web Content Accessibility Guidelines (WCAG) 2.1 Level AA**, where proportionate and practicable for a small parish council.

If you experience difficulty accessing information on our website, please contact us and we will make reasonable efforts to provide the information in an alternative format.

4. Accessible Documents and Alternative Formats

Where requested and reasonably practicable, the Parish Council will provide information in alternative formats, such as:

- Large print
- Electronic formats compatible with assistive technology
- Plain text versions of documents

Requests should be made to the Clerk to the Council using the contact details below.

5. Meetings and Events

The Parish Council aims to ensure that public meetings and events are accessible. This includes:

- Holding meetings in venues that are physically accessible where possible
- Providing reasonable adjustments on request
- Allowing assistance dogs at meetings

Anyone requiring specific arrangements to attend a meeting is encouraged to contact the Clerk in advance.

6. Communication and Engagement

We are committed to communicating clearly and inclusively. This includes:

- Using plain language in correspondence
- Responding promptly and helpfully to accessibility-related requests
- Considering accessibility needs when consulting with the community

7. Reasonable Adjustments

In line with the Equality Act 2010, Chipperfield Parish Council will make reasonable adjustments to avoid placing individuals with disabilities at a substantial disadvantage when accessing our services or information.

8. Contact Details

If you have difficulty accessing any part of our services or would like to request information in an alternative format, please contact:

Clerk to the Council

Chipperfield Parish Council

(Insert address)

Email: clerk@chipperfield-pc.gov.uk

Phone: (Insert phone number)

9. Review

This Accessibility Policy will be reviewed at least every **three years**, or sooner if legislation or guidance changes.

Adopted by Chipperfield Parish Council on: (insert date)

Next review date: (insert date)