

Kris’s Accessibility Statement Template

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Summary: This document contains multiple individual documents including an accessibility statement template followed by a guide on how to customize the template. The copyright and legal disclaimer sections are next.

The template must be edited prior to use.

By using this document, you are bound by the copyright and disclaimer terms. Read these sections prior to use.

Click on any of the sections below to get started.

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[ENTITY] Accessibility Statement

[Entity] is committed to providing an inclusive and accessible experience to everyone, including those with disabilities.

It is [Entity's] policy to ensure that persons with disabilities have full and equal opportunity to access and benefit from the goods, services, privileges, advantages, and accommodations offered by [Entity] through [website.com / App name mobile application].

To ensure meaningful access and provide effective communication to persons with disabilities, [Entity] has undertaken the following measures:

Notice

[Entity] provides this policy statement and notice, prominently and directly linked from the [website.com] homepage, soliciting feedback from visitors to [website.com] on how accessibility can be improved.

We welcome your feedback on the accessibility of [website.com / App name mobile application]. Please let us know if you encounter any barriers to access:

- Email: [accessibility@website.com]
- Phone: [Phone Number]

Standards

[Entity] has adopted and shall make every reasonable effort for [website.com / App name mobile application] to conform to the Web Content Accessibility Guidelines ("WCAG") 2.1 Level AA to improve accessibility and user experience. WCAG is published by the World Wide Web Consortium ("W3C"), Web Accessibility Initiative ("WAI"), available at www.w3.org/TR/WCAG/.

The Web Content Accessibility Guidelines are technical standards to improve digital accessibility.

Programming

To create an optimal experience across a variety of browser, device, and assistive technology combinations, [website.com] relies upon the following languages and specifications:

- HTML
- WAI-ARIA
- CSS
- JavaScript

Note that different technology combinations may interpret code in unique ways and render experiences that are specific to those combinations.

Compatibility

[If your asset is a website, customize the following example language]

[Website.com] is designed to be compatible with assistive technologies and the last two versions of major browsers including Chrome, FireFox, and Safari.

Assistive technologies include NVDA, JAWS, VoiceOver, and TalkBack screen readers.

[Website.com] may not display optimally in Internet Explorer 10 or older browsers.

[If your asset is an app, customize the following example language]

[App name mobile application] is designed to be compatible with assistive technologies and [iOS/Android/iOS and Android] devices from the last ten years.

[App name mobile application] may not display optimally in older devices.

Coordinator

[Entity] has designated a Web Accessibility Coordinator who is knowledgeable on web accessibility, and responsible for carrying out this policy.

Distribution

[Entity] makes available and annually distributes this policy statement to all personnel that design, develop, maintain, manage, or otherwise have responsibility for the content and format of [website.com / app name mobile application] (“Web Content Personnel”).

[Entity] requires employees and contractors to comply with this policy. Failure to comply may result in disciplinary action.

Expertise

[Entity] has retained [Company Name / Consultant] as an independent third-party specialist to provide consultation and [bi-annually / annually] evaluate and test [website.com] for WCAG 2.1 AA conformance. [Company Name / Consultant] prepares a written report based on the evaluation, which identifies any barriers and provides recommendations to enhance the accessibility of [website.com / App name mobile application].

Testing

[Entity] engages in automated testing and user testing of individuals with disabilities to continually assess and improve the accessibility of [website.com].

Training

[Entity] provides annual training on web accessibility to Web Content Personnel, and considers the degree and effectiveness with which personnel took accessibility considerations into account in the performance of their duties when reviewing their performance.

Compliance

Through [Entity’s] proactive efforts and genuine commitment to accessibility and following best practices set forth by relevant laws and governing bodies, [Entity] believes it not only meets but exceeds the digital accessibility requirements imposed

by Title III of the Americans with Disabilities Act (ADA) as well as other applicable anti-discrimination laws.

Resources

[NVDA screen reader \(free\)](#)

[Accessible.org](#)

[W3C Web Accessibility Initiative](#)

[The Americans with Disabilities Act](#)

[Web Content Accessibility Guidelines](#)

Attribution

The framework for this accessibility statement was created by [Kris Rivenburgh](#) and customized by [Entity].

[You have the option to the remove attribution section with a \$5 payment via Paypal at <https://paypal.me/krisrivenburgh/5>.]

[This template is provided free of charge. If you find great value in this template, you can make a payment in any amount via Paypal at <https://paypal.me/krisrivenburgh/5>.]

Accessibility Statement Customization Guide

Having a public-facing accessibility statement is not only beneficial for litigation risk mitigation purposes and legal compliance but also for your target audience.

Those who value accessibility want to know, are you mindful of accessibility? Have you addressed accessibility issues? Are you receptive to feedback?

Your accessibility statement is the place to find out. If your website doesn't have a statement, it leaves a void.

Customize

To leverage the template provided, brackets have been made available to indicate, at a minimum, where the statement needs to be edited. The brackets are intuitive and straightforward.

All content inside the brackets must either be edited or removed.

You are not limited to editing or adding content outside of the brackets.

If your digital asset is not a website or mobile app, you'll just need to address the name and asset type accordingly.

[Entity] is your organization's name.

[website.com] is your organization's website.

[App name mobile application] is the name for your organization's app followed by the words "mobile application".

For example, if Enthusiastic Birds is the name of your mobile app, then you would write, "Enthusiastic Birds mobile application".

Section Purposes

The following sections are provided in the attached accessibility template:

- Notice
- Standards
- Programming
- Compatibility
- Coordinator
- Distribution
- Expertise
- Training
- Compliance
- Resources
- Attribution

You are not limited to these sections or information within the sections. Rather, these sections are included to provide a robust and comprehensive foundation to your statement.

Conversely, not all sections or information within each section may be applicable.

Edit and customize information (beyond updating brackets) to tailor your accessibility statement to your entity and digital asset.

Accuracy

The best accessibility statement for your business is one that accurately reflects your business's commitment, status, and investment into accessibility.

This is critical.

Providing purposefully misleading or deceptive information is problematic.

Adjust each section to best reflect your business's commitment, status, and investment.

Do not mislead your audience into believing they will encounter an accessible experience if they will not.

For example, stating, “all of our games are WCAG 2.0 AA conformant” when you know accessibility issues exist within the games.

Scope

The accessibility statement provided is wider in scope than most. Your organization may not have taken all actions outlined within each section.

For actions not taken, weigh removing that language.

For actions that are in the process of being taken, weigh turning “completed” language into “process” language.

For example, instead of “business meets requirements”, update the wording to “business strives to meet requirements” or “business continuously works to meet requirements”.

Attribution

The final section in the template is attribution. This section is required / must be included with free use of the template, but you have the option to remove attribution by making \$5 payment via Paypal at <https://paypal.me/krisrivenburgh/5>.

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Version

This template and document is Version 1.0, published on July 1, 2021. Any updates will be reflected in future versions. Always use the latest version. Check Accessible.org to make sure you are using the latest version.

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For information, please contact the author by email at kris@accessible.org or by mail at PO Box 791691, San Antonio, Texas 78279.

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Moreover, you must adjust, edit, and customize this template to accurately reflect your organization's commitment and state of accessibility, among other things.

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