**Accessibility statement**

This statement applies to the [NAME OF SYSTEM/APPLICATION] at [URL].

The University of Oxford is committed to providing an accessible web presence that gives members of the public and members of the University community full access to University information, courses and activities offered publicly through the web. Our [Equality Policy](https://edu.admin.ox.ac.uk/equality-policy) outlines our commitment to a culture which ‘maintains a working, learning and social environment in which the rights and dignity of all its staff and students are respected’.

**Our aims**

In order to ensure that all of our visitors can use our website, these pages aim to meet Level-AA standard of [WCAG 2.1](https://www.w3.org/TR/WCAG21/). This includes elements such as:

* Alt text for all images and providing non-visual alternatives where appropriate
* All essential audiovisual information is captioned, described as necessary or provided in alternative formats
* Content can be navigated with just a keyboard or speech recognition tools
* The website can be used with a screen reader
* Content is structured, ordered and labelled appropriately

[GUIDANCE IS AVAILABLE FOR EDITORS AND MODERATORS OF THIS SITE TO HELP THEM MAINTAIN ACCESSIBILITY STANDARDS].

**Making changes to your device or system**

[AbilityNet](https://mcmw.abilitynet.org.uk/) has advice on making your devices easier to use if you have a disability. In addition, major operating systems produce the following guidance:

* [Advice for Microsoft users](http://www.microsoft.com/enable/)
* [Advice for Apple users](http://www.apple.com/accessibility/)
* [Advice for Linux users](https://community.kde.org/Accessibility)
* [Advice for Android users](https://support.google.com/accessibility/android)

**How accessible this website is**

We are aware that some parts of our website are not fully accessible. These include:

* [LIST DETAILS, E.G.: “many of our PDF documents are not fully accessible to screen reader software”]

We are working to address areas where our accessibility needs improvement.

Please see 'Technical information' below and our ‘known issues page’ [LINK TO ‘KNOWN ISSUES PAGE’]

**Third-party content**

[APPLICATION NAME] could link to third-party content. We do not have control over and are not responsible for the accessibility of this content, although we use reasonable endeavours to work with the third party to improve its accessibility. The problems that may occur include:

* [LIST KNOWN ISSUES WITH THIRD PARTY CONTENT]

## Information in alternative formats

Students and staff of the University may make use of the free [SensusAccess tool on the Bodleian website](https://www.bodleian.ox.ac.uk/using/sensusaccess) to convert certain types of files into a more accessible format, such as accessible text, audio, e-book or digital braille. Content editors may also make use of this tool on behalf of website users.

If you need further information or wish to discuss provision of an alternative format, please contact the webmaster at [EMAIL ADDRESS].

**Reporting accessibility problems with this website**

If you have any questions or concerns about this statement or the accessibility of any of our webpages, please contact the webmaster at [EMAIL ADDRESS].

**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, please [contact the Equality Advisory and Support Service (EASS)](https://www.equalityadvisoryservice.com/).

**Other accessibility resources**

If you’d like more information about accessibility and resources for students, staff and visitors in Oxford more generally, please visit our [Equality and Diversity pages](https://edu.admin.ox.ac.uk/disability-support).

If you’re looking for information on building accessibility, please try the [Access Guide](https://www.admin.ox.ac.uk/access/) or the [University’s interactive map](http://maps.ox.ac.uk/).

**Technical information about this website’s accessibility**

The University of Oxford is committed to making its website accessible, in accordance with the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018. As part of this commitment, we are required to publish known issues with our website.

The websites we cover (see ‘How we tested this website’) are [FULLY/PARTIALLY] compliant with the [Web Content Accessibility Guidelines version 2.1](https://www.w3.org/TR/WCAG21/) AA standard [DUE TO THE NON-COMPLIANCES LISTED ON OUR [KNOWN ISSUES PAGE](https://www.ox.ac.uk/accessibility/knownissues).]

**What we’re doing to improve accessibility**

We want our website to offer the best experience possible for all of our users. In addition to our plan to fix known issues, we continue to work on website content and structure. We are working with our suppliers to fix issues and think about future developments. We are also updating the ways in which we provide training and best practice to those working on our website.

**Preparation of this accessibility statement**

This statement was prepared on [DD MONTH YYYY]. It was last reviewed on [DD MONTH YYYY].

**How we tested this website**

This website was last tested [DATE/TIME FRAME].

[DESCRIBE HOW TESTING OCCURRED, SOME EXAMPLES:
“The test was carried out internally, using a quality assurance tool across all pages as well as a manual check of a substantial and carefully chosen sample of pages and content types. We continue to review the site on a monthly basis to check new content.”

“A sample of the site has been tested by a visually impaired user.”

“An accessibility audit was carried out by an external consultant”]

We tested:

[LIST OF ITEMS/FUNCTIONALITY/PAGES TESTED]

**Other sites within our domain**

[INFORMATION ABOUT ANY OTHER SUB-SITES WITHIN THE DOMAIN, E.G.: “The University of Oxford’s web estate consists of many related sub-sites with the ox.ac.uk domain, including various divisions and departments, museums and libraries, administrative sites and more. Accessibility statements for such sub-sites will be found locally on each site.”]