Accessibility Statement Template

Write for the people using your site. Be accurate, not impressive.

Replace everything in [square brackets], delete what does not apply, and keep only what is true. Do not claim a standard you have not adopted or a measure you do not take.

[Organization name] is committed to making [website or service] easier to use for people with disabilities, and to improving accessibility over time.

Accessibility approach

We consider accessibility in the design, development, content and maintenance of this website. Our current accessibility work uses [standard or target, for example WCAG 2.2 Level AA] as a reference.

Measures we take

[List only the measures you actually take. Examples:]

- [ ] Semantic page structure
- [ ] Keyboard-accessible navigation and forms
- [ ] Colour-contrast checks
- [ ] Text resizing and responsive layouts
- [ ] Text alternatives for informative images
- [ ] Labelled form fields
- [ ] Automated and manual testing
- [ ] Accessibility considered in future website updates

Known limitations

[List real, known issues. Example:]

Some older PDF documents may not yet be fully accessible. Contact us if you need the information in another format.

How we assess accessibility

[Be accurate. Examples: self-evaluation; automated testing plus manual review; external evaluation; user testing.]

Feedback and alternative formats

If you run into an accessibility barrier, please tell us which page you were using, what you were trying to do, and what problem you ran into. You can also ask us for information in another way.

Email: [email address]

Phone: [phone number, if appropriate]

Form: [link to an accessible contact form]

[Add a response target only if you can meet it.]

Last reviewed

[Date]

Review and customize before publishing. This template does not determine legal compliance or WCAG conformance. It is general information, not legal advice. Sources: W3C, Developing an Accessibility Statement (w3.org/WAI/planning/statements). More: vortio.com/resources/accessibility-toolkit/accessibility-statement