

## **Accessibility statement for Westminster Foundation for Democracy's website**

This accessibility statement applies to [wfd.org](http://wfd.org).

This website is run by Westminster Foundation for Democracy. We want as many people as possible to be able to use this website. We are committed to making our website perceivable, operable, understandable, and robust.

Whilst our service users are not based in the UK, WFD endeavours to apply the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 (the '**Accessibility Regulations**') to its website and relevant content.

For example, we are taking steps so that users can:

- change colours, contrast levels and fonts
- zoom in up to 300% without the text spilling off the screen
- navigate most of the website using just a keyboard
- navigate most of the website using speech recognition software
- listen to most of the website using a screen reader (including the most recent versions of JAWS, NVDA and VoiceOver)

We are also making the website text as simple as possible to understand.

[AbilityNet](#) has advice on making your device easier to use if you have a disability.

### **How accessible this website is**

We know some parts of this website are not fully accessible and we are working hard to correct this. We have commissioned the Shaw Trust to conduct a full accessibility assessment, make recommendations for how we can improve, and support us as we implement the recommendations. We expect this process to be complete by **December 2020**.

### **Feedback and contact information**

If you need information on this website in a different format like accessible PDF, British Sign Language, large print, easy read, audio recording or braille, please email [comms@wfd.org](mailto:comms@wfd.org). We will need you to tell us the web address of the content, your name and email address, and the format you need.

We will consider your request and get back to you in 14 days.

If you cannot view the map on our 'contact us' page, [call or email us](#) for directions.

### **Reporting accessibility problems with this website**

We are always looking to improve the accessibility of this website. If you find any problems or think we're not meeting accessibility requirements, email the communication team at [comms@wfd.org](mailto:comms@wfd.org).

### **Enforcement procedure**

The Equality and Human Rights Commission (EHRC) is responsible for enforcing the '**Accessibility Regulations**'. If you're not happy with how we respond to your feedback or report of any accessibility problems, you may contact the Equality Advisory and Support Service (EASS).

## **Contacting us by phone or visiting us in person**

We have a switchboard telephone number and our staff can help connect you to WFD contact you need to speak to.

WFD operates offices in over 30 locations across the world, including the UK. In the UK, we comply with all applicable laws, in particular the Equality Act 2010 and the Disability Discrimination Act 1995. Our offices outside of the UK are often hosted by partners or otherwise in premises we do not control, and local law and custom varies country-to-country. However, WFD endeavours to ensure, wherever possible, that its offices are accessible to people with mobility issues. We will also make reasonable adjustments to accommodate the needs of our visitors as appropriate.

Please note that, at present, many of WFD's offices are closed to staff and/or visitors due to the COVID-19 pandemic.

Find out how to contact us at <https://www.wfd.org/contacts/>.

## **Technical information about this website's accessibility**

Westminster Foundation for Democracy is committed to making its website accessible, in accordance with the Accessibility Regulations.

### **Compliance status**

This website is partially compliant with the Web Content Accessibility Guidelines version 2.1 AA standard, due to due to the non-compliances and exemptions' listed below.

Some of our content is non-accessible for the following reasons.

### **Disproportionate burden**

#### **Navigation and accessing information**

There's no way to skip the repeated content in the page header (for example, a 'skip to main content' option).

It's not always possible to change the device orientation from horizontal to vertical without making it more difficult to view the content.

It's not possible for users to change text size without some of the content overlapping.

We've assessed the cost of fixing the issues with navigation and accessing information, and with interactive tools and transactions. We believe that doing so now would be a disproportionate burden within the meaning of the Accessibility Regulations. We will make another assessment when the supplier contract is due for renewal..

### **Content that's not within the scope of the Accessibility Regulations**

- Non-essential documents published before September 23, 2018;
- Live audio and video and pre-recorded audio and video published before September 23, 2020.
- Third-party content not funded or under the control of the body.
- Archived material
- PDFs and other documents

The Accessibility Regulations do not require us to adapt PDFs or other documents published before 23 September 2018 if they are not essential to providing our services.

WFD's provides services such as learning-related activities, technical advice and research, and acts as convenor for dialogue and sharing lessons. Its beneficiaries or service users are parliaments (including representatives and officials), political parties, electoral bodies, and civil society organisations located outside of the UK.

Many of our older PDFs or Word documents do not meet accessibility standards. WFD does not generally offer its services for digital delivery through its website, but WFD has adapted any older PDFs or documents published on our website that we have assessed as essential to the ongoing delivery of these services to our users.

WFD will endeavour to ensure that any new PDFs or Word documents we publish on our website are as accessible as possible.

### **What we're doing to improve accessibility**

We have commissioned the Shaw Trust to conduct a full accessibility assessment, make recommendations for how we can improve, and support us as we implement the recommendations. We expect this process to be complete by **December 2020**.

WFD aims to secure and maintain a full certificate of accessibility.

### **Preparation of this accessibility statement**

This statement was prepared on 17 September 2020. It has not yet been reviewed

This website is due to be tested in October 2020. The test will be carried out by the Shaw Trust. This will involve automated testing, technical manual review, and user testing.