



Accessibility policy

Overview

<https://www.henryboot.co.uk> seeks to make its website as accessible as possible, and have built the site with the following in mind:

- The web pages are designed to be viewed on a wide range of screen resolutions
- You can vary the text size by using your browser's text resize option (usually View >> Text size)
- All images have been given descriptive alternative text tags
- We have used text and background colour combinations that are sufficient in contrast
- The page structure is easy to navigate by using a clear and user friendly menu that is visible on each page of the site and uses HTML headings
- Cascading Style Sheets control the presentation of pages and we have used properly structured markup for content. If style sheets are not supported or are turned off, information on the site can still be accessed and read
- The use of JavaScript has been kept to a minimum. Where it is used then all pages are still accessible should JavaScript be turned off
- All forms and fields follow a logical tab sequence to ensure easy navigation
- Sitemap A is available to provide information about the layout of the website

We believe that this website meets the requirements of the level 1 and 2 criteria of the World Wide Web Consortium Web Accessibility Initiative (WCAG WAI) 2.0 guidelines. We strive to meet level 3 whenever possible, though we adhere to the accepted standards for accessibility and usability whenever we can although it is not always possible to do so in all areas of the website, especially where guidelines are still evolving. We continue to review our solutions in line with updates to accepted accessibility guidelines and standards.

If you find a part of our site that is difficult to use please email us at plc@henryboot.co.uk so that we can continue to improve our overall accessibility. Alternatively, the following tips may be useful:

The text is too small for me to read – how do I change it?

If you are using a PC, then follow these simple instructions:

- **Mozilla Firefox:** Go to **View** in your browser and select **Zoom**, select **Text only**, then select **View zoom in**.
- **Internet Explorer:** Go to **View** in your browser and then click **Text size** and select the size you require from the drop down list.

If you are using an Apple Mac, then follow these simple instructions:

- **Mozilla Firefox:** Go to the **View** menu, **Text size** and select **Increase/decrease text size**.
- **Internet Explorer and Netscape v.7:** Go to the **View** menu and select **Text zoom (or Text size)**. You can increase or decrease your font size by clicking on larger and smaller or by using the percentage range given.
- **Safari:** Go to the **view** menu and select **zoom in**.

The mouse is difficult to use – how can I get around <https://www.henryboot.co.uk>?

You can navigate your way to selected areas of our site using your keyboard. You can use the arrow keys to help you with scrolling up and down a page. You can also jump from the top to the bottom of the pages using the page up and page down buttons.

I don't have access to Adobe Reader or Microsoft Word - how can I get them?

If you do not have access to Adobe Reader, you can download it from the Adobe website. If you do not have Microsoft Word you can download a free Microsoft Word viewer from Microsoft.

Which web browsers are best for viewing the website?

This website is designed to function on the following web browser versions:

- Internet Explorer 11+
- Firefox 4.9
- Chrome
- Safari

Useful links

To learn more about web accessibility, visit:

- w3.org/wai - W3C accessibility guidelines
- www.rnib.org.uk - The Royal National Institute for the Blind
- disability.gov.uk - The Disability Discrimination Act 1995 (DDA)