



Renaissance Academy

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No. 815
SECTION: Operations
TITLE: School Website
Accessibility
1st READING:
2nd READING:
ADOPTED: September 2018

School Website Accessibility

1 PURPOSE

The Renaissance Academy Charter School (RACS) is committed to ensuring accessibility of its website for students, parents, and members of the community with disabilities. All pages on the RACS website will conform to the W3C WAI's Web Content Accessibility Guidelines (WCAG) 2.0, Level AA conformance, or updated equivalents of these guidelines.

The Chief Executive Officer (CEO) is directed to establish procedures whereby students, parents, and members of the public may present a complaint regarding a violation of the Americans with Disabilities Act (ADA), Section 504 and Title II related to the accessibility of any official District web presence which is developed by, maintained by, or offered through the District or third party vendors and open sources.

2 WEBSITE ACCESSIBILITY

With regard to the RACS website and any official RACS web presence which is developed by, maintained by, or offered through third party vendors and open sources, the RACS is committed to compliance with the provisions of the Americans with Disabilities Act (ADA), Section 504 and Title II so that students, parents and members of the public with disabilities are able to independently acquire the same information, engage in the same interactions, and enjoy the same benefits and services within the same timeframe as those without disabilities, with substantially equivalent ease of use; and that they are not excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in any RACS programs, services, and activities delivered online.

New content will be added to the website using RACS' Website Accessibility - Plan for New Content (Policy Attachment A). All existing web content produced by the RACS, and new, updated and existing web content provided by third-party developers, will conform to Web Content Accessibility Guidelines (WCAG) 2.0, Level AA conformance, or updated equivalents, by July 1, 2018

3 RESPONSIBLE PARTIES

The Website Coordinator will be responsible for reviewing and evaluating new material that is published by school staff and uploaded to the website for accessibility on a periodic basis. The Website Coordinator, will be responsible for reviewing all areas of the Renaissance Academy's website and evaluating its accessibility on a periodic basis, and at least once per quarter. Any non-conforming webpages will be corrected in a timely manner.

4 WEBSITE ACCESSIBILITY CONCERNS, COMPLAINTS, AND GRIEVANCES

A student, parent or member of the public who wishes to submit a complaint or grievance regarding a violation of the Americans with Disabilities Act (ADA), Section 504 or Title II related to the accessibility of any official Renaissance Academy web presence that is developed by, maintained by, or offered through the Renaissance Academy, third party vendors and/or open sources may complain directly to a school administrator, or the school or District webmaster. The initial complaint or grievance should be made using Website Accessibility Complaint/Request Form, however, a verbal complaint may be made. When a school administrator or school staff member receives the information, they shall immediately inform the Website Coordinator.

Whether or not a formal complaint or grievance is made, once the Academy has been notified of inaccessible content, effective communication shall be provided as soon as possible to the reporting party to provide access to the information. The Complainant should not have to wait for the investigation of the complaint to be concluded before receiving the information that he/she was unsuccessful in accessing.

Complaints should be submitted in writing, via email, or by completing the website complaint form. To file a complaint or grievance regarding the inaccessibility of the Renaissance Academy's public website content, the Complainant should submit a Complaints should be submitted in writing, via email, or by completing the website complaint form. To file a complaint or grievance regarding the inaccessibility of the Renaissance Academy's public website content, the Complainant should submit a description of the problem, including:

- Name
- Address
- Date of the Complaint
- Description of the problem encountered
- Web address or location of the problem page
- Solution desired
- Contact information in case more details are needed (email and phone number)

The complaint or grievance will be investigated by the Website Coordinator or designee per the CEO. The student, parent, or member of the public shall be contacted no later than five (5) working days following the date the website accessibility compliance coordinator receives the information. The procedures to be followed are:

- An investigation of the complaint shall be completed within fifteen (15) working days. Extension of the timeline may only be approved by the CEO.
- The investigator shall prepare a written report of the findings and conclusions within five (5) working days of the completion of the investigation.

- The investigator shall contact the Complainant upon conclusion of the investigation to discuss the findings and conclusions and actions to be taken as a result of the investigation.
- A record of each complaint and grievance made pursuant to this School Website Accessibility Policy shall be maintained at the Renaissance Academy office. The record shall include a copy of the complaint or grievance filed, report of findings from the investigation, and the disposition of the matter.

5 SCOPE OF POLICY

This policy applies to all web content produced or updated by the RACS. In addition, RACS will ensure third-party content providers are aware of our web accessibility policy.

RACS will make every effort, in good faith, to ensure that content posted on RACS social media sites such as Facebook and Twitter are accessible. These platforms are currently in the process of improving their accessibility, however, there could be items which, due to functionality of the site, may not be fully accessible.

This policy does not cover the accessibility of archived pages nor sites outside RACS sites, including but not limited to “unofficial” sites created by an outside party using RACS’s name. Open-source websites linked to www.rak12.org for informational purposes will be monitored on a quarterly basis for accessibility.

6 PROCUREMENT

Renaissance Academy will favor web based vendors, service providers, and subcontractors based on their accessibility conformance claims.