

# **WEB ACCESSIBILITY POLICY**

## **INTRODUCTION**

The West Michigan Academy of Environmental Science is committed to ensuring that its website is accessible to everyone, including persons with disabilities. In meeting its obligations under federal law, the Academy ensures that it complies with all Federal laws and regulations prohibiting discrimination. The Academy does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities.

Section 504 of the Rehabilitation Act of 1973 (“Section 504”) and Title II of the Americans with Disabilities Education Act (“Title II”) require that federal and state agencies ensure that their websites adhere to a minimal level of accessibility. To meet its obligations under Section 504 and Title II, the Academy will continually review its website and modify pages to remove accessibility problems for people with disabilities.

“Accessible” as used in this policy means a person with a disability is afforded the opportunity to acquire the same information, engage in the same interactions and enjoy the same services as a person without a disability in an equally effective and equally integrated manner, with substantially equivalent ease of use. A person with a disability must be able to obtain the information as fully, equally and independently as a person without a disability. Although this might not result in identical ease of use compared to that of persons without disabilities, it still must ensure equal opportunity to educational benefits and opportunities afforded by the technology and equal treatment in the use of such technology.

To meet its obligations under Section 504 and Title II, the Academy has coded its website to comply with the technical standards of the Web Content Accessibility Guidelines (WCAG 2.0).

## **PERSONS AFFECTED BY THIS POLICY**

This policy affects all Academy staff (including administrators, teachers, and support staff) responsible for creating or posting online content to the Academy’s website.

## **PROCEDURES**

### **I. Compliance Requirements**

All new and redesigned web pages published after the effective date of this policy must be in compliance with (WCAG 2.0) except where doing so would impose a fundamental alteration or undue financial and administrative burdens.

All Academy staff responsible for acquisition or use of online content provided or developed by third parties for use on the Academy's website, must ensure that the content is accessible and complies with the technical standards adopted by this policy. Academy staff responsible for acquisition or use of online content may consult with the Web Accessibility Coordinator or designee prior to acquisition of and/or publishing of online content to the Academy's website to ensure the content complies with this policy.

### **II. Exclusions**

The Academy makes no assurances to any content or open source software that is posted, hosted or offered on the Academy's website by an individual or entity that is outside of the control of the Academy. The Academy will, however, take reasonable steps to prevent an individual or entity outside of the control of the Academy from posting inaccessible information on the Academy's website.

The Academy is committed to take all reasonable steps to ensure that the content on its website is accessible and in compliance with the technical standards adopted by the Academy, except where doing so is not technologically feasible or would impose a fundamental alteration or undue financial and administrative burdens. Where ensuring that content on the Academy's website would impose a fundamental alteration or undue financial and administrative burdens, the Academy will provide an equally effective alternative access. In providing an equally effective alternative access, the Academy will ensure that, to the maximum extent possible, persons with disabilities will be afforded an equal opportunity to obtain the same result, to gain the same benefit, or to reach the same level of achievement in the most integrated setting appropriate to the person's needs.

### **III. Accountability**

The Academy's Web Accessibility Coordinator will be responsible for ensuring that the Academy's website is accessible within the meaning of this policy. The Web Accessibility Coordinator or designee will regularly conduct audits of the Academy's website and contracted web services to ensure that the content posted on the Academy's website is accessible and meets the technical standards adopted by the Academy. The Web Accessibility Coordinator will be responsible for ensuring that all problems identified through the accessibility audits are documented, evaluated, and if necessary, remediated. Any necessary remediation of the

problems identified will be completed within a reasonable period of time. The Web Accessibility Coordinator will also be responsible for maintaining a record of reported instances of non-compliance with this policy and the ultimate resolution.

If you are a student, prospective student, employee, guest or visitor and you are not able to fully access the information on any web page of this site and/or have questions or concerns regarding the accessibility of this site, please contact the Academy's Web Accessibility Coordinator at:

Web Accessibility Coordinator  
[5251 Clyde Park Ave SW, Wyoming, MI 49509]  
[616-785-8440]  
[websupport@choiceschools.com]

If you would like to file a formal complaint about the accessibility of the Academy's website, you may do so using the Academy's Section 504/Title II grievance procedures.

#### **IV. Training**

The Academy's Web Accessibility Coordinator will receive an initial training on this Web Accessibility Policy, as well as training on his/her role and responsibilities to ensure that the Academy's website is accessible. The Academy will also conduct periodic training, at least once per year, for all staff responsible for creating or posting online content to the Academy's website on this policy. Any staff new to the Academy who have some responsibilities for creating or posting online content to the Academy's website, will receive training on this policy during the school year in which the new staff member begins his/her employment with the Academy.