

Template draft. This is standard boilerplate prepared for review. It is not legal advice. Replace every [highlighted placeholder], confirm each statement matches how IdeaLine actually operates, have a qualified lawyer review it for your jurisdictions, and delete this notice before publishing.

Accessibility Statement

Last assessed 17 October 2026 · Last updated [EFFECTIVE DATE]

[COMPANY LEGAL NAME] wants IdeaLine to be usable by as many people as possible, including people who use assistive technology. This statement describes our standard, our current status, what we know is not yet right, and how to reach us.

1. Our standard

We design and test the IdeaLine website, legal pages and web application against the Web Content Accessibility Guidelines (WCAG) 2.2 at Level AA. WCAG 2.2 builds on 2.0 and 2.1, so this also covers:

- **Section 508** of the US Rehabilitation Act (the Revised 508 Standards incorporate WCAG 2.0 Level A and AA for web content, plus requirements for software and support documentation);
- **Americans with Disabilities Act:** the US Department of Justice's Title II rule requires state and local governments to meet WCAG 2.1 AA (compliance dates in 2027 and 2028), so public-sector customers need accessible tools; courts also apply WCAG to private businesses under Title III;
- **European Accessibility Act** (Directive (EU) 2019/882, applying since 28 June 2025) and the harmonised standard **EN 301 549**, whose web requirements are WCAG 2.1 AA and whose newer version adds the WCAG 2.2 criteria.

2. Conformance status

IdeaLine partially conforms to WCAG 2.2 Level AA. "Partially" means we meet every Level A and AA success criterion except for the items listed under "Known limitations" below. This is our own assessment, not an independent audit. The full criterion-by-criterion results are in the Accessibility Conformance Report (ACR), which follows the structure of the VPAT 2.5 template used in US federal and EU procurement. Our audit documents (feature-by-feature audit, test evidence, remediation log) are in the audit folder of this site's files, available to customers on request.

3. What we do

- Semantic HTML, landmarks, a skip link, logical heading order and labels on every field.
- Everything works with a keyboard, with a strong visible focus indicator that is never hidden behind sticky headers or banners.
- Text contrast of at least 4.5:1 and component contrast of at least 3:1, in light and dark themes, plus high-contrast (forced colors) and reduced-motion support.
- No horizontal scrolling at 320 CSS pixels, text that resizes to 200%, and tolerance for user text-spacing settings.
- Touch and pointer targets of at least 24 by 24 pixels, and no drag-only actions: there is always a button, menu or form alternative.
- A warning before inactivity sign-out with a one-click way to stay signed in.
- Sign-in that works with password managers, paste and emailed links, with no puzzles or memory tests.
- Plain language, consistent navigation and a consistent Help link on every page.

4. Known limitations

- **Calendar downloads (PDF, PNG, JPG)** are pictures of the calendar and are not accessible to screen readers. Use the Excel or CSV exports, which hold the same information as text. We plan a tagged PDF export. (Section 508 504.2.2; EN 301 549 10 and 11.8.)
- **Deleting items.** Dialogs ask for confirmation before deleting, but a user can choose "Don't ask me again" for ordinary item deletes, after which those deletes cannot be undone. We plan an Undo option. (WCAG 3.3.4.)
- **Screen-reader and voice-control testing is not finished.** We have tested with automated tools, scripted browser tests and keyboard review, and plan to complete testing with NVDA, JAWS, VoiceOver, TalkBack and speech-recognition software. We will update this statement with the results.
- **Third-party file pickers** (Google Drive, Dropbox, OneDrive, Box) are provided by those companies and may not meet the same standard. You can always paste a link instead.
- **Files you link** from other services keep the accessibility of their source.

5. Compatibility

IdeaLine is designed for current versions of Chrome, Edge, Firefox and Safari on Windows, macOS, iOS and Android, together with the screen readers built for them. It relies on HTML, CSS, JavaScript and WAI-ARIA. It needs JavaScript turned on.

6. How we test

- An automated scan of every page and application view (names, labels, ARIA references, landmarks, headings, duplicate IDs, contrast, target size), in light and dark themes at desktop and phone widths.
- Scripted keyboard walkthroughs that check focus visibility and that focus is not obscured.
- Reflow at 320 pixels, text-spacing override, forced-colors and reduced-motion emulation.
- Behavior tests for the session warning, dialogs, forms and drag alternatives.
- Checks of the tagged PDF and Word documents we publish.

We re-run these checks before each release. Results and method are in the [ACR](#).

7. Feedback and requests for other formats

If you find a barrier or need any information in another format (large print, Word, plain text, audio), contact us at [\[ACCESSIBILITY CONTACT EMAIL\]](#) or [\[PHONE\]](#). Tell us the page, what you were trying to do and the assistive technology you use. We aim to reply within [\[2\]](#) business days, and to fix reported barriers or give you an equivalent as quickly as we can.

8. Formal complaints

If you are not satisfied with our response you can contact the relevant authority. In the United States, you may file a complaint with the Department of Justice ([ada.gov](#)), and federal agencies can use the Section 508 contacts at [section508.gov](#). In the EU, contact the market surveillance or enforcement authority of your member state. [\[Add the contact details your counsel recommends\]](#)