**Terms of Reference – Accessibility Regulation Group**

**Purpose/ role of the group**

The group will set out and further enhance the colleges strategic approach in relation to compliance with accessibility legislation, specifically the Public Sector Bodies Accessibility Regulations 2018.

This includes ensuring that we provide information about where our services accessed by a web browser, including the College website and VLE meet and do not meet accessibility regulations.

The aim will be to ensure that learners and staff are informed effectively about how our services meet legislative requirements and ensure staff have the skills and support to embed accessibility requirements into their practice.

**Key objectives for this group to consider are:**

* Regular auditing, reporting, and resolving accessibility issues on the College’s website.
* Regular auditing, reporting, and resolving accessibility issues on the College’s VLE.
* Annual review and updating of our published accessibility statement.
* Ensure enquiries related to accessibility are monitored and responded to effectively.
* Raise awareness through training and information to support staff to develop skills to embed accessibility, including using assistive technology.
* Consider procurement processes in relation to third party products the College uses, to ensure accessibility regulations are met.

**Membership of the group**

Chair: Julia Breakwell (Vice Principal Student Experience and Stakeholder Engagement)

Hannah Jones (Head of Marketing and Sales)

Amy Hollier (Director of Blended and Online Learning)

Kirsty Cullen (Digital Content Lead)

Stephanie Locke (Academic and Digital Skills Enhancement Manager)

Dave Guscott (Head of Digital Development, Corporate Quality, and Innovation)

Dan Matthews (IT Helpdesk Leader)

John Lines (Head of SEN)

Leigh Brecknall (Support for Success Lead)

Lena Caple (Admissions and Advice Centre Manager)

Helen Turberfield (Systems and Development Manager)

**Frequency of meetings**

Once a term