# NHS South East London CCG

## **Accessibility Assessment Report**

27th May 2022





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## Introduction

Shaw Trust Accessibility Services conducted an accessibility audit on the NHS South East London CCG website. This report documents the outcomes of the accessibility audit, identifying accessibility issues and describing their impact on users. In addition, to help solve each accessibility issue, practical solutions and best practices are provided.

The aims of this report are to firstly, identify accessibility barriers, and secondly, provide guidance on how to remove barriers to prevent older people and people with disabilities from being excluded.

## **Executive Summary**

This report documents the outcomes of the accessibility audit on the NHS South East London CCG website carried out by Shaw Trust Accessibility Services, 12 April 2022. The website was evaluated against the W3C Web Content Accessibility Guidelines (WCAG) 2.1 up to conformance level AA (see <u>Web Content Accessibility Guidelines</u> for details). Automated evaluation tools and manual testing by an experienced in-house pan-disabled testing team were utilised to complete a comprehensive accessibility audit (see <u>Methodology</u> for details).

The NHS South East London CCG website met 6 of the 19 (32%) applicable success criteria required for level A conformance and 5 of the 14 (36%) applicable success criteria required for level AA conformance.

Based on these results, Shaw Trust Accessibility Services is unable to award the NHS South East London CCG website an accessibility accreditation at this time. In order to be awarded a Shaw Trust Level AA accreditation,100% conformance with level A success criteria and level AA must be achieved. In order to be awarded a Shaw Trust AAA accreditation, 100% conformance with level A, level AA and level AAA must be achieved.

At present, the NHS South East London CCG website does not conform to the minimum level of accessibility (level A). Non-conformance to the minimum level of accessibility will result in a wide range of users from being excluded from being able to access the website. However, this report also provides guidance to help achieve accessibility conformance and accreditation in the future.

## Web Content Accessibility Guidelines

The World Wide Web Consortium (W3C) is the leading standards organisation for the World Wide Web who provides guidelines and specifications for many web technologies. The Web Accessibility Initiative (WAI), a branch of the W3C, is responsible for developing the Web Content Accessibility Guidelines (WCAG). The WCAG documents explain how to make Web content more accessible to people with disabilities including people with visual, hearing, cognitive and physical conditions. WCAG is recognised as the international standard for building accessible websites and measuring web accessibility.

## **Web Content Accessibility Guidelines 2.1**

WCAG 2.1 was formally published on 5<sup>th</sup> June 2018, bringing web accessibility guidance up to date with modern web technologies and development techniques. As a result, the W3C WAI recommends using WCAG 2.1, instead of WCAG 1.0 or WCAG 2.0.

WCAG 2.0 is still a valid and very useful standard. WCAG 2.1 works in concert with WCAG 2.0 and is comprised of four principles: perceivable, operable, understandable, and robust. The principles are broken down into 13 guidelines consisting of success criteria. WCAG 2.0 defines three levels of success criteria:

Level A - Lowest success criteria

- Level AA Intermediate success criteria
- Level AAA Highest success criteria

Conformance to WCAG 2.1 is measured using the same three levels that define the success criteria:

**Level A** – Achieved when all applicable Level A success criteria are satisfied. This is considered to be the absolute minimum level of compliance.

**Level AA** – Achieved when all applicable Level A and Level AA success criteria are satisfied. This is considered to be the preferred level of compliance.

**Level AAA** – Achieved when all applicable Level A, Level AA and Level AAA success criteria are satisfied. This is considered to be the optimum level of compliance.

Learn more about the WCAG 2.1: http://www.w3.org/TR/WCAG

## Methodology

To conduct a thorough accessibility audit, the use of both automated evaluation tools and manual user testing with assistive technologies is essential.

Although automated tools are able to assess individual pages or entire websites much more quickly than a human counterpart, they can only test against a limited section of WCAG and are unable to analyse semantics where human judgement via user testing is imperative.

It is also crucial that users who have a disability carry out manual testing. This is because firstly, it is almost impossible to replicate conditions of disabled users and their use of assistive technologies to a realistic degree of accuracy, and secondly, because testing with disabled users provide a more accurate measurement of accessibility.

Shaw Trust Accessibility Services use a combination of automated evaluation tools and in-house pan-disability user testing with assistive technologies to conduct a comprehensive accessibility audit. Accessibility audits are conducted against WCAG 2.1 Success Criterion. Testing is performed to level AA conformance unless a different level of conformance is requested.

## Scope

In order to perform a comprehensive accessibility audit, the entire website must be tested. Although this can be achieved using automated evaluation tools, in many cases it is unfeasible to test an entire website manually. In this situation, the scope of manual testing is specified at the start of the audit.

The scope of manual testing involves establishing a representative sample of pages be employing various methods including using a list of pages common to many websites, inspecting the site for variations in layout and functionality and selecting pages at random. The sample may also include pages requested by the client.

In addition, the scope of manual testing may also include user journeys for sites that involve complex or multi-stage tasks, such as finding specific information, buying a product or completing a registration form. User journeys may be added to the scope of testing if deemed appropriate or at the request of the client.

## **Technical Testing**

Technical testing involves testing the entire website for underlying technical errors or issues that could cause accessibility barriers. A Technical Consultant who possesses knowledge and experience of accessibility and web technologies conducts technical testing using one or more automated tools. These tools are used to scan pages for technical accessibility issues such as HTML/CSS parsing errors. The Technical Consultant then analyses and interprets the results.

## **Manual User Testing**

The website is manually tested by an in-house team of experienced pan-disabled testers, many of which use assistive technologies. The team is made up of individuals with different disabilities to cover the widest range of accessibility barriers as possible. Each testing team consists of the following:

#### • Keyboard Only User

The user has a motor impairment that limits he or she to using only a keyboard to operate a computer or device. To make operation easier, the user may utilise an adaptive keyboard.

#### • Voice Activation User

The user has a motor impairment that limits him or her to using only voice commands to operate a computer or device via assistive technology such as microphone and dictation software.

#### • Screen Reader User

The user has a visual impairment that limits him or her to using assistive technology such as a screen reader to operate a computer or device via keyboard control and feedback via synthesised audible descriptions of visual elements.

#### Low Vision User

The user has a visual impairment that limits his or her access to content presented at 100% magnification. The user utilises system/browser controls or assistive technology to increase screen magnification.

#### Colour Blind User

The user has a visual impairment that limits his or her access to content within a certain colour spectrum. The user utilises system/browser controls or assistive technology to change the content's colour spectrum.

#### • Deaf or Hard of Hearing User

The user has a hearing impairment that limits his or her access to audio content.

#### • Learning Difficulties User

The user has a learning disability that limits his or her access to content that is presented in a way that requires a high level of literacy.

Note: Testers may have a combination of disabilities.

Manual auditing consists of each member of the team performing tests and/or completing user journeys based on criteria relevant to their individual disability and accessibility guidelines. The testers use multiple browsers, browser tools and assistive technologies in an aim to locate issues. They then report their findings and provide constructive feedback to help pinpoint and provide solutions to accessibility barriers.

## **Audit Details**

### **Client Details**

Organisation	NHS South East London CCG		
Primary Contact	Name Position Email	Daniel Torrance-Cameron Digital Communications Officer daniel.torrancecameron@nhs.net	

#### **Provider Details**

Organisation	Shaw Trust Accessibility Services		
Primary Contact	Name Position Email Phone	Graham Rees-Evans Technical Account Manager graham.rees-evans@shaw-trust.org.uk 0203 215 2745	

#### **Testing Details**

Туре	Website		
URL	https://selondonics.wpengine.com		
Name	NHS South East London (	CCG Website	
Description	Partnership that brings together the organisations responsible for publicly funded health and care services in South East London		
Primary Language	English		
Testing Type	Assessment		
Testing Environment	Windows 10 Google Chrome / Microsoft Edge JAWS 2020 / NVDA 2019 / ZoomText 2019 / Dragon Professional 15		
Testing Team	Alan Sleat Kevin James	Screen Reader Keyboard Only	

	Darren Hardman Sam Hopkins Adam Armstrong Lee Ellery William Treharne Steve Evans	Deaf Low Vision & Colour Learning Difficulties Voice Activation Hard of Hearing Low Vision & Colour
Technical Account Officer	Lianne Richards	
Technical Consultant	Graham Rees-Evans	
Quality Assurance	Graham Rees-Evans	
Date Tested	12/04/2022	
Date Report Issued	27/05/2022	

## **Audit Results**

## **Results Summary**

### **Priority A Results**

Issue(s) Ref	Success Criterion	Current Results
STAS-F04/F05/F06/ F07/F11/F13/F14/ F18	1.1.1 Non-text Content	FAIL
STAS-F11	1.2.1 Prerecorded Audio-only and Video-only	FAIL
STAS-F11	1.2.2 Captions (Prerecorded)	FAIL
STAS-F11/F12	1.2.3 Audio Description or Media Alternative (Prerecorded)	FAIL
STAS-F02/F03/F04/ F05/F06/F07/F08/ F14/F18	1.3.1 Info and Relationships	FAIL
	1.3.2 Meaningful Sequence	PASS
	1.3.3 Sensory Characteristics	N/A
	1.4.1 Use of Colour	N/A
	1.4.2 Audio Control	N/A
STAS-F10	2.1.1 Keyboard	FAIL
	2.1.2 No Keyboard Trap	PASS
	2.1.4 Character Key Shortcuts	N/A
	2.2.1 Timing Adjustable	N/A
	2.2.2 Pause, Stop, Hide	N/A
	2.3.1 Three Flashes or Below Threshold	N/A
STAS-F01	2.4.1 Bypass Blocks	FAIL
STAS-F15/F18	2.4.2 Page Titled	FAIL
	2.4.3 Focus Order	PASS
STAS-F08/F09	2.4.4 Link Purpose (In Context)	FAIL
	2.5.1 Pointer Gestures	N/A
	2.5.2 Pointer Cancellation	N/A
STAS-F04/F14	2.5.3 Label in Name	FAIL
	2.5.4 Motion Actuation	N/A
	3.1.1 Language of Page	PASS
	3.2.1 On Focus	PASS
	3.2.2 On Input	PASS
	3.3.1 Error Identification	N/A
STAS-F04/F05/F06/ F07/F14	3.3.2 Labels or Instructions	FAIL
STAS-F16/F17	4.1.1 Parsing	FAIL
STAS-F04/F05/F06/ F07/F14/F17	4.1.2 Name, Role, Value	FAIL
	Total	30
	Non-Applicable	11
	Compliant (Pass) Non-Compliant (Fail)	06 13

### **Priority AA Results**

Issue(s) Ref	Success Criterion		Current Results
	1.2.4 Captions (Live)		N/A
STAS-F12	1.2.5 Audio Description (Prerecorded)		FAIL
	1.3.4 Orientation		N/A
STAS-F04/F05/F06/ F07/F14	1.3.5 Identify Input Purpose		FAIL
STAS-F19	1.4.3 Contrast (Minimum)		FAIL
STAS-F21	1.4.4 Resize Text		FAIL
STAS-F13	1.4.5 Images of Text		FAIL
	1.4.10 Reflow		PASS
STAS-F19	1.4.11 Non-text Contrast		FAIL
	1.4.12 Text Spacing		PASS
STAS-F10	1.4.13 Content on Hover or Focus		FAIL
	2.4.5 Multiple Ways		PASS
STAS-F02/F03	2.4.6 Headings and Labels		FAIL
STAS-F20	2.4.7 Focus Visible		FAIL
	3.1.2 Language of Parts		N/A
	3.2.3 Consistent Navigation		PASS
	3.2.4 Consistent Identification		PASS
	3.3.3 Error Suggestion		N/A
	3.3.4 Error Prevention (Legal, Financial, Data)		N/A
	4.1.3 Status Messages		N/A
		Total	20
		Non-Applicable	06
		Compliant (Pass)	05
		Non-Compliant (Fail)	09

#### Issues

#	Ref	Issue	Level	WCAG References
1	STAS-F01	Non-Functioning 'Skip' Navigation	А	2.4.1
2	STAS-F02	Incorrect Heading Structure	A/AA	1.3.1, 2.4.6
3	STAS-F03	Empty Headings	A/AA	1.3.1, 2.4.6
4	STAS-F04	Unlabelled Form Fields	A/AA	1.1.1, 1.3.1, 1.3.5, 2.5.3, 3.3.2, 4.1.2
5	STAS-F05	Ambiguous Form Fields	A/AA	1.1.1, 1.3.1, 1.3.5, 3.3.2, 4.1.2
6	STAS-F06	Empty Button	A/AA	1.1.1, 1.3.1, 1.3.5, 3.3.2, 4.1.2
7	STAS-F07	Ambiguous Button Labelling	A/AA	1.1.1, 1.3.1, 1.3.5, 3.3.2, 4.1.2
8	STAS-F08	Non-Descriptive Link Text	А	1.3.1, 2.4.4
9	STAS-F09	Empty links	А	2.4.4
10	STAS-F10	Mouse Dependant Areas	A/AA	2.1.1, 1.4.13
11	STAS-F11	Video and Audio missing Text Alternatives	А	1.1.1, 1.2.1, 1.2.2, 1.2.3
12	STAS-F12	Video missing Audio Description	A/AA	1.2.3, 1.2.5
13	STAS-F13	Missing Alt Text	A/AA	1.1.1, 1.4.5
14	STAS-F14	Visible Label and Accessible Name Inconsistency	A/AA	1.1.1, 1.3.1, 2.5.3, 1.3.5, 3.3.2, 4.1.2
15	STAS-F15	Non-Descriptive Page Titles	А	2.4.2
16	STAS-F16	Duplicate ID's	А	4.1.1
17	STAS-F17	HTML Markup Errors	А	4.1.1, 4.1.2
18	STAS-F18	Inaccessible Non-HTML Documents	А	1.1.1, 1.3.1, 2.4.2
19	STAS-F19	Insufficient Colour Contrast	AA	1.4.3, 1.4.11
20	STAS-F20	Elements not Visible in Focus	AA	2.4.7
21	STAS-F21	Obscured Text	AA	1.4.4

## **Priority A Issues**

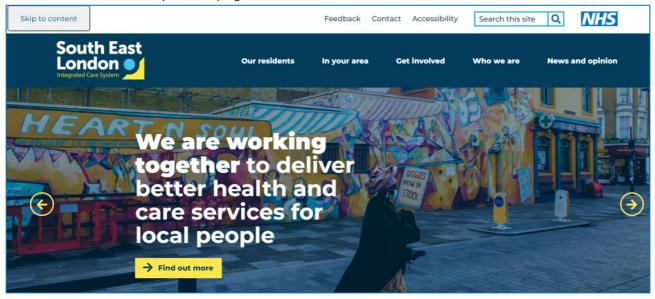
## STAS-F01: Non-Functioning 'Skip' Navigation

#### Description

The purpose of skip navigation is to provide a mechanism to bypass blocks of material that are repeated on multiple web pages by skipping directly to the main content of the web page. One of the first interactive items on a web page should be a link to the beginning of the main content. Activating the link sets focus beyond the repeated content to the main content of the page.

When 'Skip' Navigation is present, but not functioning correctly, screen reader users have to listen to content on pages visited on the website, and keyboard only users would have to tab through all the links until they arrive at the main content of the page. Ideally, the 'skip' to content link should take the user to just above the header of the main content at the top left hand side.

There is currently a skip to content link that does not skip the user to the main content of the homepage, instead, the focus stays on the 'Skip to content' link and does not move the page. This is the case on multiple web pages.



#### **User Comments**

"I was unable to access a 'Skip' navigation link on the pages that I tested. Including a working 'skip' link, would enable me to move through the page in a similar fashion to that of a mouse user by passing repeated content."

Kevin James Keyboard Only Assessor "When someone activates a 'Skip to content' link the expectation is that the cursor will land on the main information provided. The frustration of making something more difficult to navigate the page while there is a facility to make it easier. The 'Skip' link is a great feature; however, if the feature does not work, or lands the person in the wrong part of the page, then it becomes frustrating for them; as it is there, but does not work.

A good 'Skip' feature assists visitors in navigating to the main information on the page, and improves the functionality of the website."

Alan Sleat Screen Reader Assessor

#### Occurrences

This issue occurs throughout the site.

#### **Example Occurrences**

https://selondonics.wpengine.com/ https://selondonics.wpengine.com/in-your-area/lambeth/ https://selondonics.wpengine.com/our-team/name-surname-2/ https://selondonics.wpengine.com/our-team/name-surname-3/ https://selondonics.wpengine.com/who-we-are/working-for-us/

### **Action Required**

- 1. Ensure the skip navigation link functions as intended.
- 2. Ensure that the skip navigation links appears as the first focusable items on a page.

#### **WCAG** References

**2.4.1 Bypass Blocks:** A mechanism is available to bypass blocks of content that are repeated on multiple Web pages. (Level A)

## **STAS-F02: Incorrect Heading Structure**

#### Description

Screen reader and other assistive technology users have the ability to navigate web pages by heading structure. This means that the user can read or jump directly to top level elements (<h1>), next level elements (<h2>), third level elements (<h3>), and so on. Viewing or listening to this outline should give them a good idea of the contents and structure of the page.

There are multiple pages on the website that contain an illogical heading structure.

On the homepage, there is an illogical heading structure. The first heading is a H3, skipping H1 and H2.

Heading List		×
Reducing health inequalities for the people of South East London : 3 We are South East London Integrated Care System : 3 The people of South East London : 3 A change in care for the better : 4 South East London : 3	^	Move To Heading
Lambeth : 3 Featured news, blogs & events : 3 Encade with the people of South East London : 3	~	

On the 'Contact us' page, there is an illogical heading structure. The first heading is a H2, skipping H1.



On the 'Our residents' page, there is an illogical heading structure. The first heading is a H1 followed by H4, skipping H2 and H3.

Heading List	×
Our residents : 1	Move To Heading
Together, we're ALL south east London : 4	<u>C</u> ancel

On the 'Claire's story' page, there is an illogical heading structure. The first heading is a H3, which is the only heading on the page.

Heading List	×
Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed	Move To Heading

On the 'In your area' page, there is an illogical heading structure. The first heading is a H1 followed by H4, skipping H2 and H3.

Heading List		×
In Your Area : 1 Local Care Partnerships (LCPs) : 4 Bexley Local Care Partnership : 3 One Bromley : 3 Healthier Greenwich Partnership : 3 Lambeth Together : 3	^	Move To Heading
Lewisham Health and Care Partners : 3 Destroarchin Southwark : 3	~	

#### **User Comments**

"The headings, as they are on some pages, make it difficult for a screen reader user to navigate around the page.

The benefit of a logical heading structure is that the user will be able to quickly skip through the headings and view what the contents of the page holds. In addition, making a logical structure, by using numerical headings of importance. The change will enable the user to find any information in a more comprehensive way."

Alan Sleat Screen Reader Assessor

#### Occurrences

This issue occurs throughout the site.

### **Example Occurrences**

https://selondonics.wpengine.com/ https://selondonics.wpengine.com/who-we-are/contact-us/ https://selondonics.wpengine.com/our-residents/#content https://selondonics.wpengine.com/stories/claires-story/#content https://selondonics.wpengine.com/in-your-area/

#### **Action Required**

- 1. Ensure that all pages contain a heading 1.
- 2. Ensure that all heading on a page follow a logical structure.
- 3. Ensure that the heading structure represents the information structure of the page

#### **WCAG** References

**1.3.1 Info and Relationships:** Information, structure, and relationships conveyed through presentation can be programmatically determined or are available in text. (Level A)

2.4.6 Headings and Labels: Headings and labels describe topic or purpose. (Level AA)

### **Further Information**

Heading structure should follow a logical, numerical order, and example of this can be seen below. It should always begin with a heading 1.

<h1>Colours <h2>Shades of Red <h3>Crimson <h3>Ruby <h2>Shades of Blue <h3>Aqua <h3>Aquamarine <h2>Shades of Green <h3>Harlequin <h3>Olive

## **STAS-F03: Empty Headings**

#### Description

Screen reader and other assistive technology users have the ability to navigate web pages by structure. This means that the user can read or jump directly to top level elements (<h1>), next level elements (<h2>), third level elements (<h3>), and so on. Viewing or listening to this outline should give them a good idea of the contents and structure of the page. There are empty headings on some pages. This may mean that screen reader users spend time looking for content that is not there.

There were empty headings on several of the pages tested throughout the website.

On the 'stories/jacks-story' page there are 2 empty headings. These issues are present on multiple pages throughout the site.

	Our residents	In your area	Get involved
	Home > Ou	r residents > Stories > Jack'	's story
		h <del>,</del>	
t,			
L			
		¥ f	
	Share	Jack's story	

On the '1-million-south-east-londoners-boost-their-immunity-against-covid-19' page there is 1 empty heading.



### **User Comments**

"There were several pages where 'empty headings' were found. Not all screen reader software will ignore empty headings, if the heading tags are empty, this can cause confusion for screen reader users. "

Alan Sleat Screen Reader Assessor

#### Occurrences

This issue occurs throughout the site.

#### **Example Occurrences**

https://selondonics.wpengine.com/stories/jacks-story/ https://selondonics.wpengine.com/stories/claires-story-2/ https://selondonics.wpengine.com/stories/beths-story-2/ https://selondonics.wpengine.com/lambeth-together-strategic-board/ https://selondonics.wpengine.com/events/one-million-vaccinations-given-in-south-east-london/

### **Action Required**

1. Ensure that all headings contain content.

#### **WCAG** References

**1.3.1 Info and Relationships:** Information, structure, and relationships conveyed through presentation can be programmatically determined or are available in text. (Level A)

2.4.6 Headings and Labels: Headings and labels describe topic or purpose. (Level AA)

#### **Further Information**

Give all headings meaningful content so users can find what they are looking for and not waste their time searching for areas that do not exist. A code example can be seen below:

<h1>Disaster preparation</h1> Correct <h1> </h1> Incorrect

## **STAS-F04: Unlabelled Form Fields**

#### Description

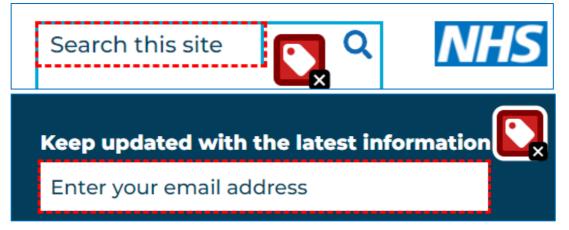
Providing a descriptive form field label will allow users to know what information to enter in a form field. Where a series of form fields relate to similar information, the context of the form fields needs to be included in the field description.

If Radio buttons and Checkboxes allow users to make selections from a set of options, they should be enclosed with a fieldset; this will allow users of assistive technology to be aware that the options presented relate to a group.

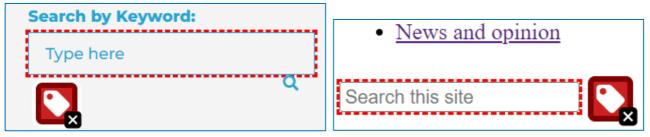
Some users will disable CSS, or apply their own style sheets to remove any background images or colours, to simplify the look of text to improve readability of the content. When the CSS is disabled, many of the pages display a text box with no labelling present, example occurrences of this can be seen on the

There were multiple pages that had unlabelled form fields present throughout the website.

On the 'our-residents/stories' page there are 2 unlabelled form fields, one near the logo, and one at the bottom of the page. These issues are present throughout the site.



On the 'news' page there are 2 more unlabelled form fields.



### **User Comments**

"When there are any fields that are not sufficiently labelled it will be very difficult, or impossible for the information to be successfully submitted. All form fields need to be labelled clearly. This will allow a screen reader user to have all the information needed to complete any process. When all form fields are clearly labelled, then it is not only beneficial to the visitor, but also for the site owners; as correct information will get to them."

Alan Sleat Screen Reader Assessor

#### Occurrences

This issue occurs throughout the site.

#### **Example Occurrences**

https://selondonics.wpengine.com/our-residents/stories/ https://selondonics.wpengine.com/events/ https://selondonics.wpengine.com/news/

### **Action Required**

- 1. Ensure that all forms are labelled clearly and have correctly associated label tags.
- 2. Ensure fieldsets and legends are used correctly where appropriate.

Note: placeholder text within an input field or a title is not considered an appropriate means of providing a label.

#### **WCAG** References

**1.1.1 Non-text Content:** All non-text content that is presented to the user has a text alternative that serves the equivalent purpose, except for the situations listed below. (Level A)

• **Controls, Input:** If non-text content is a control or accepts user input, then it has a name that describes its purpose. (Refer to Guideline 4.1 for additional requirements for controls and content that accepts user input.)

**1.3.1 Info and Relationships:** Information, structure, and relationships conveyed through presentation can be programmatically determined or are available in text. (Level A)

**1.3.5 Identify Input Purpose:** The purpose of each input field collecting information about the user can be programmatically determined when: (Level AA)

- The input field serves a purpose identified in the Input Purposes for User Interface Components section; and
- The content is implemented using technologies with support for identifying the expected meaning for form input data.

**2.5.3 Label in Name:** For user interface components with labels that include text or images of text, the name contains the text that is presented visually. (Level A)

**3.3.2 Labels or Instructions:** Labels or instructions are provided when content requires user input. (Level A)

**4.1.2 Name, Role, Value:** For all user interface components (including but not limited to: form elements, links and components generated by scripts), the name and role can be programmatically determined; states, properties, and values that can be set by the user can be programmatically set; and notification of changes to these items is available to user agents, including assistive technologies. (Level A)

*Note:* This success criterion is primarily for Web authors who develop or script their own user interface components. For example, standard HTML controls already meet this success criterion when used according to specification.

#### **Further Information**

Providing the correct label tag is important to indicate to users the purpose of the form field. An example of a form with correct label tags can be seen below:

```
<form action="demo_form.asp">
<label for="male">Male</label>
<input type="radio" name="gender" id="male" value="male"><br>
<label for="female">Female</label>
<input type="radio" name="gender" id="female" value="female"><br>
<label for="other">Other</label>
<input type="radio" name="gender" id="other" value="other"><br>
```

## **STAS-F05: Ambiguous Form Fields**

#### Description

Providing a descriptive form field label will allow users to know what information to enter in a form field. Where a series of form fields relate to similar information, the context of the form fields needs to be included in the field description. The form field label should also show how it relates to other items in the form.

On the 'News' page, there is an edit box ambiguously labelled 'Type here' which does not help the user input the correct information required.

Select a Form Field	×
Listen with the ReachDeck Toolbar Button Search this site Edit Unlabeled 1 Button Our residentsIn your areaGet involvedWho we areNews and opinion menu checked not checked sub men Type here Edit Enter your email address Edit Sign Up Button	<u>O</u> K <u>C</u> ancel
Search by Keyword:	

#### **User Comments**

Type here

"When there are any fields that are not sufficiently labelled it will be very difficult, or impossible for the information to be successfully submitted. All form fields need to be labelled clearly. This will allow a screen reader user to have all the information needed to complete any process. When all form fields are clearly labelled, then it is not only beneficial to the visitor, but also for the site owners; as correct information will get to them."

Alan Sleat Screen Reader Assessor

#### **Example Occurrences**

https://selondonics.wpengine.com/news/

#### **Action Required**

- 1. Ensure that all forms are labelled clearly.
- 2. Ensure fieldsets and legends are used correctly where appropriate.

Note: placeholder text within an input field or a title is not considered an appropriate means of providing a label.

#### **WCAG References**

**1.1.1 Non-text Content:** All non-text content that is presented to the user has a text alternative that serves the equivalent purpose, except for the situations listed below. (Level A)

• **Controls, Input:** If non-text content is a control or accepts user input, then it has a name that describes its purpose. (Refer to Guideline 4.1 for additional requirements for controls and content that accepts user input.)

**1.3.1 Info and Relationships:** Information, structure, and relationships conveyed through presentation can be programmatically determined or are available in text. (Level A)

**1.3.5 Identify Input Purpose:** The purpose of each input field collecting information about the user can be programmatically determined when: (Level AA)

- The input field serves a purpose identified in the Input Purposes for User Interface Components section; and
- The content is implemented using technologies with support for identifying the expected meaning for form input data.

**3.3.2 Labels or Instructions:** Labels or instructions are provided when content requires user input. (Level A)

**4.1.2 Name, Role, Value:** For all user interface components (including but not limited to: form elements, links and components generated by scripts), the name and role can be programmatically determined; states, properties, and values that can be set by the user can be programmatically set; and notification of changes to these items is available to user agents, including assistive technologies. (Level A)

*Note:* This success criterion is primarily for Web authors who develop or script their own user interface components. For example, standard HTML controls already meet this success criterion when used according to specification.

### **Further Information**

Fieldsets can be used to connect a question to a set of radio buttons or checkboxes, but can also be used to group related fields and remove ambiguity.

```
<form>
<fieldset>
<legend>Choose your favourite monster</legend>
<input type="radio" id="kraken" name="monster">
<label for="kraken">Kraken</label><br/>
<input type="radio" id="sasquatch" name="monster">
<label for="sasquatch">Sasquatch" name="monster">
<label for="sasquatch">Sasquatch</label><br/>
</nput type="radio" id="mothman" name="monster">
<label for="mothman">Mothman</label><br/>
</fieldset>
</form>
```

#### Choose your favourite monster

- Kraken
- Sasquatch
- Mothman

Notice how the fieldset has grouped together the input areas for an answers details.

## **STAS-F06: Empty Button**

### Description

When navigating to a button, descriptive text must be presented to screen reader users to indicate the function of the button.

Providing descriptive button labelling will allow users to make an informed decision whether to activate a button or not.

On the homepage, there is an empty button in the search bar. This issue is present on every page tested.



#### Occurrences

This issue occurs throughout the site.

### **Example Occurrences**

https://selondonics.wpengine.com/our-team/name-surname-2/ https://selondonics.wpengine.com/who-we-are/working-for-us/ https://selondonics.wpengine.com/our-team/name-surname-3/ https://selondonics.wpengine.com/lambeth-together-strategic-board-6/ https://selondonics.wpengine.com/

### **Action Required**

1. Ensure that all forms elements are labelled clearly.

### WCAG References

**1.1.1 Non-text Content:** All non-text content that is presented to the user has a text alternative that serves the equivalent purpose, except for the situations listed below. (Level A)

• **Controls, Input:** If non-text content is a control or accepts user input, then it has a name that describes its purpose. (Refer to Guideline 4.1 for additional requirements for controls and content that accepts user input.)

**1.3.1 Info and Relationships:** Information, structure, and relationships conveyed through presentation can be programmatically determined or are available in text. (Level A)

**1.3.5 Identify Input Purpose:** The purpose of each input field collecting information about the user can be programmatically determined when: (Level AA)

- The input field serves a purpose identified in the Input Purposes for User Interface Components section; and
- The content is implemented using technologies with support for identifying the expected meaning for form input data.

**3.3.2 Labels or Instructions:** Labels or instructions are provided when content requires user input. (Level A)

**4.1.2 Name, Role, Value:** For all user interface components (including but not limited to: form elements, links and components generated by scripts), the name and role can be programmatically determined; states, properties, and values that can be set by the user can be programmatically set; and notification of changes to these items is available to user agents, including assistive technologies. (Level A)

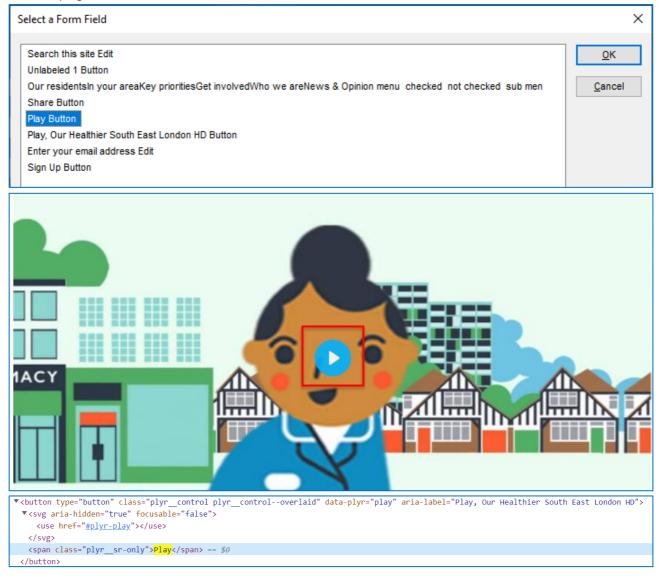
*Note:* This success criterion is primarily for Web authors who develop or script their own user interface components. For example, standard HTML controls already meet this success criterion when used according to specification.

## **STAS-F07: Ambiguous Button Labelling**

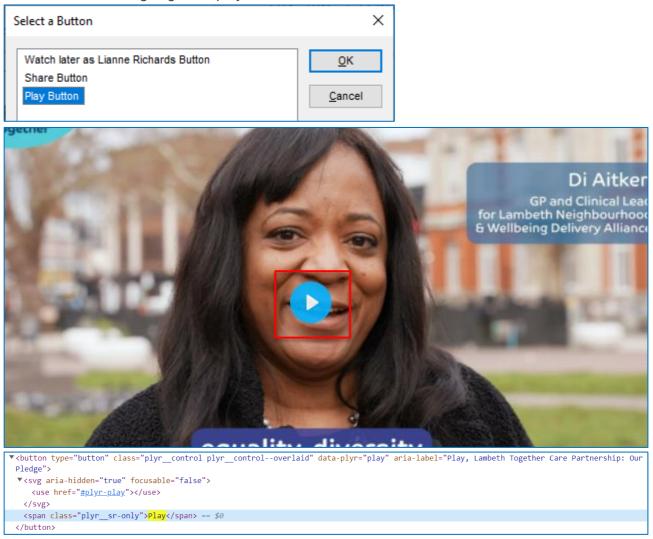
#### Description

Providing descriptive button labelling will allow users to know what information to enter in a form field. Providing descriptive button labelling will allow users to know what information to expect when the button is activated.

On the homepage, there is a button ambiguously labelled 'Play'. A screen reader will not know what is going to be played on activation. This video is with ambiguous labelling is apparent on several pages tested.



On the 'Lambeth Together' page, there is a button ambiguously labelled 'Play'. A screen reader will not know what is going to be played on activation.



On the 'Residents given the opportunity to find out more about the creation of a new statutory integrated care system' page, there is a button ambiguously labelled 'Play'. A screen reader will not know what is going to be played on activation.

elect a Button	>
Listen with the ReachDeck Toolbar Button	ОК
Unlabeled 1 Button	
Watch later as Lianne Richards Button	Cancel
Share Button	
Play Button	
Play, South East London Integrated Care System (ICS) public engagement event - Tuesday 1 March 2022 Button	
Sign Up Button	



#### **User Comments**

"When there are any fields or buttons that are not sufficiently labelled it will be very difficult, or impossible for the information to be successfully submitted. All form fields and buttons need to be labelled clearly. This will allow a screen reader user to have all the information needed to complete any process. When all form fields are clearly labelled, then it is not only beneficial to the visitor, but also for the site owners; as correct information will get to them."

Alan Sleat Screen Reader Assessor

#### Occurrences

This issue occurs throughout the site.

#### **Example Occurrences**

https://selondonics.wpengine.com/ https://selondonics.wpengine.com/who-we-are/what-is-an-ics/? https://selondonics.wpengine.com/who-we-are/sustainability/ https://selondonics.wpengine.com/in-your-area/lambeth/? https://selondonics.wpengine.com/residents-given-the-opportunity-to-find-out-more-about-thecreation-of-a-new-statutory-integrated-care-system/

### **Action Required**

- 1. Ensure that all forms elements are labelled clearly.
- 2. Where the button is present on content provided by a third party, such as YouTube, a note should be added to the accessibility statement

### WCAG References

**1.1.1 Non-text Content:** All non-text content that is presented to the user has a text alternative that serves the equivalent purpose, except for the situations listed below. (Level A)

• **Controls, Input:** If non-text content is a control or accepts user input, then it has a name that describes its purpose. (Refer to Guideline 4.1 for additional requirements for controls and content that accepts user input.)

**1.3.1 Info and Relationships:** Information, structure, and relationships conveyed through presentation can be programmatically determined or are available in text. (Level A)

**1.3.5 Identify Input Purpose:** The purpose of each input field collecting information about the user can be programmatically determined when: (Level AA)

- The input field serves a purpose identified in the Input Purposes for User Interface Components section; and
- The content is implemented using technologies with support for identifying the expected meaning for form input data.

**3.3.2 Labels or Instructions:** Labels or instructions are provided when content requires user input. (Level A)

**4.1.2 Name, Role, Value:** For all user interface components (including but not limited to: form elements, links and components generated by scripts), the name and role can be programmatically determined; states, properties, and values that can be set by the user can be programmatically set; and notification of changes to these items is available to user agents, including assistive technologies. (Level A)

*Note:* This success criterion is primarily for Web authors who develop or script their own user interface components. For example, standard HTML controls already meet this success criterion when used according to specification.

## **STAS-F08: Non-Descriptive Link Text**

#### Description

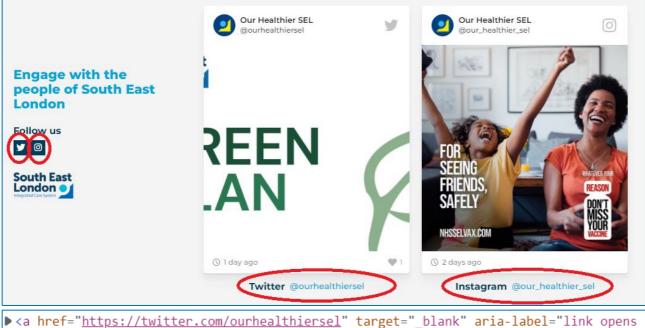
The text of a link should describe the destination of the link and the link's purpose. Providing a descriptive link text will allow users to easily determine the function of the link and make educated decisions to click the link or not.

If it is not possible to identify the purpose of the link from the link text itself, then this information should be provided in context.

Screen reader users have the ability to display and navigate by lists of elements, or jump from element to element. Navigating this way is much quicker than listening to a whole page, however the context provided by paragraphs and other narrative is lost and non-descriptive links become harder to understand.

For downloadable links, we recommend that the file type and size of the file is also included in the link text to allow the user to make a decision whether or not to download the file.

On the homepage there are 7 non-descriptive links with an aria-label of 'link opens in new tab/window'. The aria-label replaces the link content with the label making these links identical. This is an issue on several pages tested.



in new tab/window">...</a>

<a href="https://www.instagram.com/our\_healthier\_sel" target="\_blank" aria-label="lin
k opens in new tab/window">...</a>

<a href="https://twitter.com/ourhealthiersel" target="\_blank" aria-label="link opens in new tab/window">@ourhealthiersel</a>

<a href="https://www.instagram.com/our\_healthier\_sel" target="\_blank" aria-label="link
opens in new tab/window">@our\_healthier\_sel</a>

Links List	×
link opens in new tab/window	^
link opens in new tab/window	
May 07 2022 13:35	¥

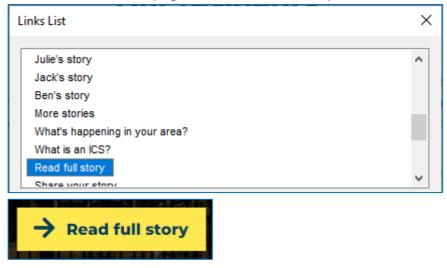
Furthermore, there are 6 non-descriptive links labelled 'Find out more'.



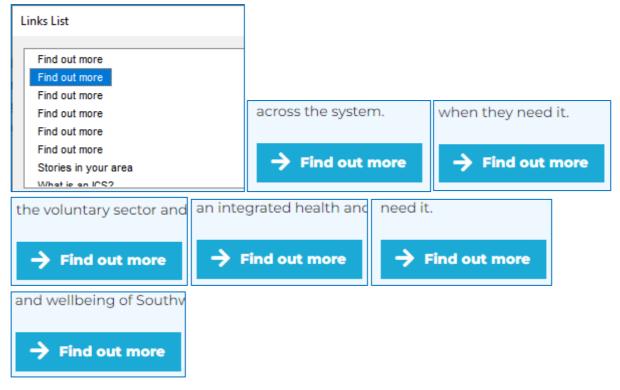
On the 'partners/icp-icb/' page there are 2 non-descriptive links labelled 'Download' and 1 non-descriptive link labelled 'Read more'. These are present on multiple pages on the site.



On the 'Our residents' page, there is a non-descriptive link labelled 'Read full story'.



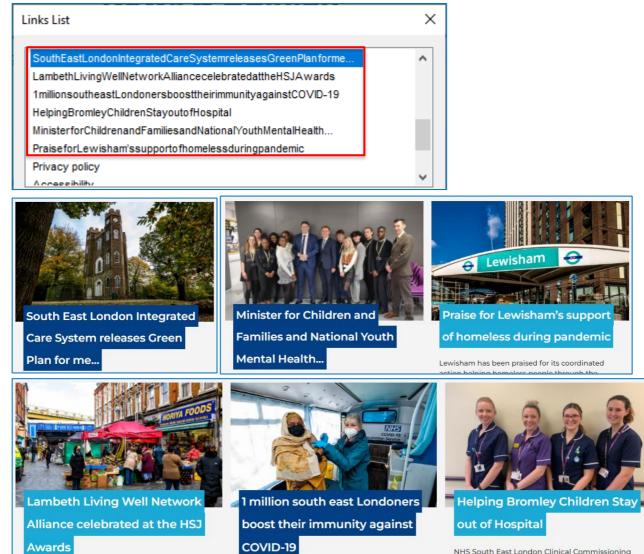
On the 'In Your area' page, there are 6 non-descriptive links labelled 'Find out more' that lead to different destinations.



On the 'Who we are' page, there are 2 non-descriptive links labelled 'Find out more', 2 labelled 'Read more' and a non-descriptive link labelled 'Learn more'.

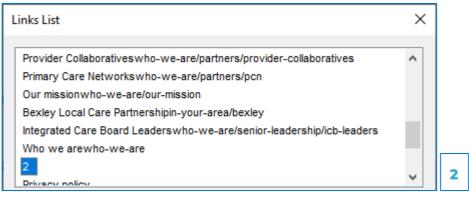
Links List		
Find out more Find out more Learn more Read more Read more Working for us Back to top	→ Find out mo	re What is al
Read more     Our Mission	-> Learn more	→ Find out more

On the 'News' page, there are several links that have non-descriptive labelling. An attempt has been made to make the links descriptive, however, there is no spacing between the words in the link text which results in several being nonsensical when read aloud by a screen reader. This issue is apparent on several pages tested.



NHS South East London Clinical Commissioning

On the 'Search results for the term: 'event' page, there is a non-descriptive link labelled '2'.



On the 'Integrated Care Partnership and Integrated Care Board' page there is a non-descriptive link labelled 'Read more' and 2 non-descriptive links labelled 'Download'.

Links List	×	
Read more Download	^	
Download		
Privacy policy		
Accessibility		
Press & media		
Contact us		
Back to top	×	

### **User Comments**

"A link on the site that is labelled with no description makes it tough to determine whether to activate it, or not. A well labelled, working link will assist all users to locate a page, or start the process to finding the information they require. A poorly labelled link will leave the user wondering where the link will take them; or asking the question, 'Is this the right page?' The correct labelling of links will give the user a quick and easy journey to the required information."

Alan Sleat Screen Reader Assessor

### Occurrences

This issue occurs throughout the site.

### **Example Occurrences**

https://selondonics.wpengine.com/ https://selondonics.wpengine.com/our-residents/#content https://selondonics.wpengine.com/in-your-area/ https://selondonics.wpengine.com/who-we-are/ https://selondonics.wpengine.com/?s=event https://selondonics.wpengine.com/?s=event

### **Action Required**

- 1. Ensure the purpose of links can be determined from immediate context.
- 2. Provide additional context to links using CSS, ARIA-label or ARIA-describedby
- 3. Ensure links to non-HTML documents include file type and file size within the link text.
- 4. Where ARIA is used to provide context, ensure that the visual label appears in the aria label.

### **WCAG References**

**1.3.1 Info and Relationships:** Information, structure, and relationships conveyed through presentation can be programmatically determined or are available in text. (Level A)

**2.4.4 Link Purpose (In Context):** The purpose of each link can be determined from the link text alone or from the link text together with its programmatically determined link context, except where the purpose of the link would be ambiguous to users in general. (Level A)

### **Further Information**

Link text should be a clear description to the destination of the link. It should avoid vague content such as 'click here' and 'more information'. More information on how to display links can be found on <a href="http://www.w3.org/TR/UNDERSTANDING-WCAG20/navigation-mechanisms-refs.html">http://www.w3.org/TR/UNDERSTANDING-WCAG20/navigation-mechanisms-refs.html</a>

For links within a paragraph, consider rewording the paragraph to make the links more understandable.

TOWER OF LONDON	TOWER OF LONDON
A 1000-year old fortress, the Tower of	A 1000-year old fortress, the Tower of
London is an iconic landmark in our capital	London is an iconic landmark in our capital
and is the home of the Crown Jewels.	and is the home of the Crown Jewels.
Discover the history of this royal palace,	Discover the history of this royal palace,
prison and fortress and meet the Beefeaters	prison and fortress and meet the Beefeaters
sharing fascinating tales from years ago.	sharing fascinating tales from years ago.
Book your tickets <u>here</u> .	Book Tower of London Tickets here.

Where visual amendments to the link cannot be made, consider one of the following methods of providing additional content to the end of the link.

### Using CSS

Normal Code <a href='/news/page2.html'>2</a> Adapted Code <a href='/news/page2.html'> <span class="sr-only">Go to directory page</span>2</a>

CSS

sr-only {position: absolute; margin-left: -9999px;}

### **Using ARIA**

Normal Code

<a href='/news/page2.html'>2</a>

#### Adapted Code

<a href='/news/page2.html' aria-label='Go to directory page 2'>2</a>

Note: display:none will hide content from screen readers as well as sighted users.

# **STAS-F09: Empty links**

### Description

The text of a link should provide a clear description of the link and the link's purpose. Providing descriptive link text will allow users to easily determine the function of the link and make educated decisions to click the link or not. When a link is empty, screen readers will create the text of a link from the URL. This is not always understandable by a user.

There is an empty link on the 'contact-us' page. This issue is present on all pages checked.



### **User Comments**

"There are several pages that have empty links on the page. This can be confusing when tabbing my way through the page, because when I tab away from a link, I lose focus because I expect to be taken to the next visual link on a page."

Kevin James Keyboard Only Assessor

### Occurrences

This issue occurs throughout the site.

### **Example Occurrences**

https://selondonics.wpengine.com/who-we-are/contact-us/ https://selondonics.wpengine.com/lambeth-together-strategic-board-4/ https://selondonics.wpengine.com/lambeth-together-strategic-board-6/ https://selondonics.wpengine.com/lambeth-together-strategic-board-2/ https://selondonics.wpengine.com/latest-post-2-title-title-lorem-ipsum/

### **Action Required**

1. Remove empty links

### **WCAG** References

**2.4.4 Link Purpose (In Context):** The purpose of each link can be determined from the link text alone or from the link text together with its programmatically determined link context, except where the purpose of the link would be ambiguous to users in general. (Level A)

## **STAS-F10: Mouse Dependant Areas**

### Description

All areas of a website should be accessible to users regardless of their navigation method, whether it is via mouse, keyboard or voice. Websites must accommodate all types of input methods with all areas being accessible to users using any of these types of input.

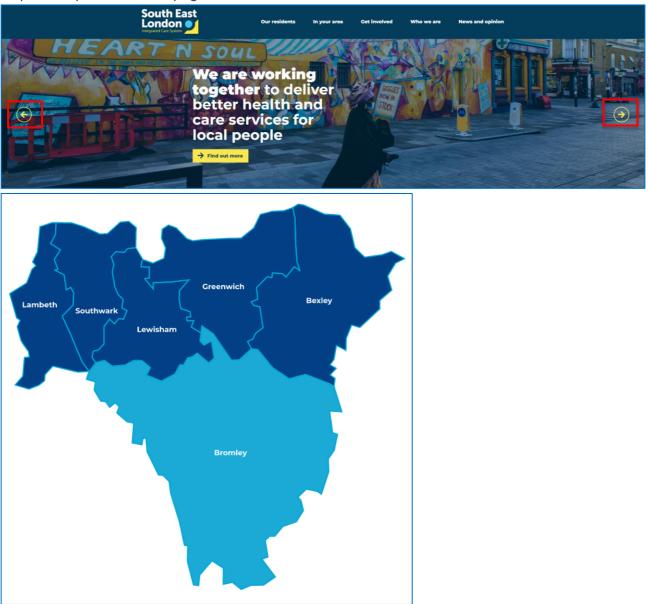
Some sections are easily accessible for a mouse user but this is not the case for a keyboard only users.

Note: Due to the lack of link highlighting across the site, it is difficult to know what is a mouse dependent area and what is a link highlighting issues. Once the focus highlighting issues has been resolved, some new mouse dependent areas might be discovered.

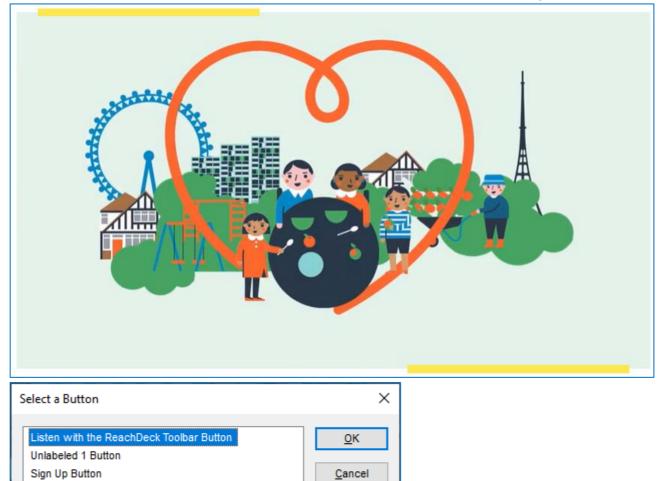
On the homepage, and throughout the site, a keyboard only user is unable to expand the main navigation links to view their content.

Our reside	ents	In your area	4			
	Our reside	<b>nts</b> Your s	tories			
	o	ur residents	In your ar	ea Get i	nvolved	Who we are
in your are	a Bexley	Bromley	Greenwich	Lambeth	Lewisham	Southwark
:ast ] <b></b>		Our residents	in your area	Get involve	ed Who w	e are New
Who we are	What's an ICS	? Our mission	Partners Se	enior Leadership	Sustainability	Contact us

A keyboard only user is also unable to access the arrows that control the slides or the interactive map that is present on the page.



Furthermore, on the homepage, there is a video that gives no options to a keyboard only user to pause or stop the video. This video and lack of controls is an issue on several pages tested.



On the 'Lambeth Together' page, there is a video that gives no options to a keyboard only user to pause or stop the video.



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### Occurrences

This issue occurs throughout the site.

### **Example Occurrences**

https://selondonics.wpengine.com/ https://selondonics.wpengine.com/who-we-are/what-is-an-ics/ https://selondonics.wpengine.com/who-we-are/sustainability/ https://selondonics.wpengine.com/in-your-area/lambeth/ https://selondonics.wpengine.com/residents-given-the-opportunity-to-find-out-more-about-thecreation-of-a-new-statutory-integrated-care-system/

### **Action Required**

- 1. Ensure that all elements on a page are accessible to keyboard only users.
- 2. Ensure that any onkeypress event handlers have a corresponding onkeydown or onkeyup event handler.
- 3. Ensure that any onmouse over event handlers have a corresponding onfocus event handler

### WCAG References

**2.1.1 Keyboard:** All functionality of the content is operable through a keyboard interface without requiring specific timings for individual keystrokes, except where the underlying function requires input that depends on the path of the user's movement and not just the endpoints. (Level A)

*Note 1:* This exception relates to the underlying function, not the input technique. For example, if using handwriting to enter text, the input technique (handwriting) requires path-dependent input but the underlying function (text input) does not.

*Note 2:* This does not forbid and should not discourage providing mouse input or other input methods in addition to keyboard operation.

**1.4.13 Content on Hover or Focus:** Where receiving and then removing pointer hover or keyboard focus triggers additional content to become visible and then hidden, the following are true (Level AA):

- **Dismissible:** A mechanism is available to dismiss the additional content without moving pointer hover or keyboard focus, unless the additional content communicates an input error or does not obscure or replace other content;
- **Hoverable:** If pointer hover can trigger the additional content, then the pointer can be moved over the additional content without the additional content disappearing;
- **Persistent:** The additional content remains visible until the hover or focus trigger is removed, the user dismisses it, or its information is no longer valid.

# STAS-F11: Video and Audio missing Text Alternatives

### Description

The website contained embedded videos on a number of pages. To enable users who have hearing impairments understand content in videos, they must have a text alternative. Transcripts and subtitles can be used to convey the information within the video to hearing impaired users.

The videos used throughout the website failed to provide a text alternative. The videos are not accompanied with a link to download or view a transcript or the ability to enable captions.

The homepage contains a video with no captions and no transcript. This video is present on several pages throughout the site.



The 'Residents given the opportunity to find out more about the creation of a new statutory integrated care system' page contains a video with no captions and no transcript.



The 'Lambeth Living Well Network Alliance celebrated at the HSJ Awards' page contains a video with no transcript.



The 'Primary Care Networks' page contains a video with no captions and no transcript.



### **User Comments**

"There are some videos on the site that do not have a transcript or subtitle. As I cannot hear the audio on the video I am unaware if I am missing any information."

Darren Hardman Hard of Hearing and Deaf Assessor

### Occurrences

This issue occurs throughout the site.

### **Example Occurrences**

https://selondonics.wpengine.com/ https://selondonics.wpengine.com/who-we-are/sustainability/ https://selondonics.wpengine.com/residents-given-the-opportunity-to-find-out-more-about-thecreation-of-a-new-statutory-integrated-care-system/ https://selondonics.wpengine.com/lambeth-living-well-network-alliance-celebrated-at-the-hsjawards/ https://selondonics.wpengine.com/who-we-are/partners/pcn/

Action Required

1. Ensure that all audio and video content has a text alternative (transcript and captions)

### **WCAG** References

**1.1.1 Non-text Content:** All non-text content that is presented to the user has a text alternative that serves the equivalent purpose, except for the situations listed below. (Level A)

• **Time-Based Media:** If non-text content is time-based media, then text alternatives at least provide descriptive identification of the non-text content. (Refer to *Guideline 1.2* for additional requirements for media.)

**1.2.1 Audio-only and Video-only (Prerecorded):** For prerecorded audio-only and prerecorded video-only media, the following are true, except when the audio or video is a media alternative for text and is clearly labeled as such: (Level A)

- **Prerecorded Audio-only:** An alternative for time-based media is provided that presents equivalent information for prerecorded audio-only content.
- **Prerecorded Video-only:** Either an alternative for time-based media or an audio track is provided that presents equivalent information for prerecorded video-only content.

**1.2.2 Captions (Prerecorded):** Captions are provided for all prerecorded audio content in synchronized media, except when the media is a media alternative for text and is clearly labeled as such. (Level A)

**1.2.3 Audio Description or Media Alternative (Prerecorded):** An alternative for time-based media or audio description of the prerecorded video content is provided for synchronized media, except when the media is a media alternative for text and is clearly labeled as such. (Level A)

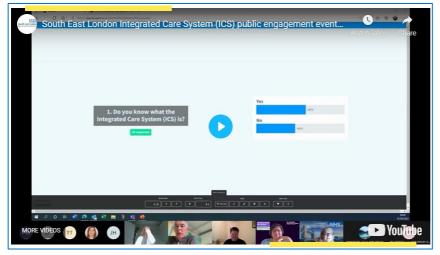
# STAS-F12: Video missing Audio Description

### Description

The website contained embedded videos on a number of pages. To enable users who have limited or no sight understand content in videos that have no sound, they should have an audio description to explain any quiet parts.

The videos used throughout the website provided visual material that was not explained in the audio track, was not explained in an additional audio description track and would therefore be unavailable to users who have limited or no sight.

The 'Residents given the opportunity to find out more about the creation of a new statutory integrated care system' page contains a video that displayed information visually that is unavailable to blind or low vision users.



The 'Lambeth Living Well Network Alliance celebrated at the HSJ Awards' page contains a video that displayed information visually that is unavailable to blind or low vision users.



### **User Comments**

"There are some videos on the site where there is no sound present. As there is no audio on the video I am unaware if I am missing any information."

Alan Sleat Screen Reader Assessor

### **Example Occurrences**

https://selondonics.wpengine.com/residents-given-the-opportunity-to-find-out-more-about-thecreation-of-a-new-statutory-integrated-care-system/ https://selondonics.wpengine.com/lambeth-living-well-network-alliance-celebrated-at-the-hsjawards/

### **Action Required**

- 1. Ensure that all audio and video content is presented to blind and low vision users
- 2. Ensure that all audio and video content has audio description if required

### **WCAG** References

**1.2.3 Audio Description or Media Alternative (Prerecorded):** An alternative for time-based media or audio description of the prerecorded video content is provided for synchronized media, except when the media is a media alternative for text and is clearly labeled as such. (Level A)

**1.2.5 Audio Description (Prerecorded):** Audio description is provided for all prerecorded video content in synchronized media. (Level AA)

## **STAS-F13: Missing Alt Text**

### Description

All images must contain a valid alternative text to allow screen readers to hear the description of the image. If an item is used for decoration, a null alt attribute should be included (alt=""), to hide the items from Screen Reading software. It will cause less confusion, while making the website more usable and accessible as a result.

Furthermore, an image with a null ALT attribute should not have a TITLE or ARIA label attributes, as it can impact on screen reader users as follows:

JAWS: Ignores all images with ALT="".

NVDA: Reads some images with ALT="" and a TITLE or ARIA label. WindowEyes: Reads images with ALT="" and a TITLE or ARIA label. VoiceOver Reads images with ALT="" and a TITLE or ARIA label.

There are a number of instances where images are missing alternative text.

On the homepage there are 4 images missing an alternative text attribute. These are present on multiple pages on the site.



On the 'who-we-are/partners/' page there are 8 images missing an alternative text attribute.



### **User Comments**

"If an Image is not clearly described with an Alt Text', and only has the file number to it, then it makes it impossible for a screen reader user to know what it is depicting.

Some people may have seen before and, so, having the interaction of an image being described, brings the page alive for them.

In addition, people will not worry that they are missing vital information that is being given within the image."

Alan Sleat Screen Reader Assessor

### **Example Occurrences**

https://selondonics.wpengine.com/ https://selondonics.wpengine.com/who-we-are/partners/ https://selondonics.wpengine.com/in-your-area/bromley/ https://selondonics.wpengine.com/news/ https://selondonics.wpengine.com/events/

## **Action Required**

- 1. Ensure that all images used purely for decoration purposes have a blank alternative text attribute, i.e. alt="".
- 2. Ensure that all non-text content used as a link to other information is given a suitable descriptive alternative text to indicate what content is being linked to.
- 3. Ensure that any image with a null alternative text has no title attribute

### **WCAG References**

**1.1.1 Non-text Content:** All non-text content that is presented to the user has a text alternative that serves the equivalent purpose, except for the situations listed below. (Level A)

- **Controls, Input:** If non-text content is a control or accepts user input, then it has a name that describes its purpose. (Refer to *Guideline 4.1* for additional requirements for controls and content that accepts user input.)
- **Time-Based Media:** If non-text content is time-based media, then text alternatives at least provide descriptive identification of the non-text content. (Refer to *Guideline 1.2* for additional requirements for media.)
- **Test:** If non-text content is a test or exercise that would be invalid if presented in text, then text alternatives at least provide descriptive identification of the non-text content.
- **Sensory:** If non-text content is primarily intended to create a specific sensory experience, then text alternatives at least provide descriptive identification of the non-text content.
- **CAPTCHA:** If the purpose of non-text content is to confirm that content is being accessed by a person rather than a computer, then text alternatives that identify and describe the purpose of the non-text content are provided, and alternative forms of CAPTCHA using output modes for different types of sensory perception are provided to accommodate different disabilities.
- **Decoration, Formatting, Invisible:** If non-text content is pure decoration, is used only for visual formatting, or is not presented to users, then it is implemented in a way that it can be ignored by assistive technology.

**1.4.5 Images of Text:** If the technologies being used can achieve the visual presentation, text is used to convey information rather than images of text except for the following: (Level AA)

- Customizable: The image of text can be visually customized to the user's requirements;
- **Essential:** A particular presentation of text is essential to the information being conveyed.

Note: Logotypes (text that is part of a logo or brand name) are considered essential.

# STAS-F14: Visible Label and Accessible Name Inconsistency

### Description

It is important to ensure that the words which visually label a component are also the words associated with the component programmatically. This helps ensure that people with disabilities can rely on visible labels as a means to interact with the components.

Most controls are accompanied by a visible text label. Those same controls have a programmatic name, also known as the Accessible Name. Users typically have a much better experience if the words and characters in the visible label of a control match or are contained within the accessible name. When these match, speech-input users (i.e., users of speech recognition applications) can navigate by speaking the visible text labels of components, such as menus, links, and buttons that appear on the screen. Sighted users who use text-to-speech (e.g., screen readers) will also have a better experience if the text they hear matches the text they see on the screen.

On the homepage the social media element has a visual label of '@ourhealthiersel' but its coded accessible label is 'link opens in new tab/window'.



### **User Comments**

"When being aided by a sighted colleague, I was unable to find the components that they were referring to. Upon further investigation, I found that the elements were present, they were labeled different for a screen reader user and a sighted user. This made asking for help very difficult."

Alan Sleat Screen Reader Assessor

### **Example Occurrences**

https://selondonics.wpengine.com/

### **Action Required**

1. Ensure that any visual text label content is replicated or contained within the programmatic/accessible name

A best practice is to have the text of the label at the start of the name.

### **WCAG References**

**1.1.1 Non-text Content:** All non-text content that is presented to the user has a text alternative that serves the equivalent purpose, except for the situations listed below. (Level A)

• **Controls, Input:** If non-text content is a control or accepts user input, then it has a name that describes its purpose. (Refer to Guideline 4.1 for additional requirements for controls and content that accepts user input.)

**1.3.1 Info and Relationships:** Information, structure, and relationships conveyed through presentation can be programmatically determined or are available in text. (Level A)

**2.5.3 Label in Name:** For user interface components with labels that include text or images of text, the name contains the text that is presented visually. (Level A)

**1.3.5 Identify Input Purpose:** The purpose of each input field collecting information about the user can be programmatically determined when: (Level AA)

- The input field serves a purpose identified in the Input Purposes for User Interface Components section; and
- The content is implemented using technologies with support for identifying the expected meaning for form input data.

**3.3.2 Labels or Instructions:** Labels or instructions are provided when content requires user input. (Level A)

**4.1.2 Name, Role, Value:** For all user interface components (including but not limited to: form elements, links and components generated by scripts), the name and role can be programmatically determined; states, properties, and values that can be set by the user can be programmatically set; and notification of changes to these items is available to user agents, including assistive technologies. (Level A)

*Note:* This success criterion is primarily for Web authors who develop or script their own user interface components. For example, standard HTML controls already meet this success criterion when used according to specification.

### **Further Information**

The aria-label and aria-labelledby properties have the highest precedence when browsers calculate accessible names. Be aware that it overrides other methods of naming the element, including the element's contents.

<button aria-label="Blue" aria-labelledby="color">Red</button><span id="color">Yellow</span>

In this example, that accessible name is "Yellow".

## **STAS-F15: Non-Descriptive Page Titles**

### Description

A descriptive title helps users understand a page's purpose or content. Without a proper title, many users (especially those using screen readers or other assistive technology) may have difficulty orienting themselves to the page.

There were a number of instances where the page title was not unique to the content and failed to provide a clear description.

Page Title	Occurrences
' Lambeth Together Strategic Board -	5
South East London ICS'	
' Name Surname - South East London	2
ICS'	
' Beth's story - South East London ICS'	2

### **User Comments**

"There are pages on the website that do not contain unique page titles. Some of the pages tested, had different content but the same page titles. This can be confusing for some users, especially screen reader users."

Alan Sleat Screen Reader Assessor

### Occurrences

This issue occurs throughout the site.

### **Example Occurrences**

- ' Lambeth Together Strategic Board South East London ICS' is used on 5 pages: <u>https://selondonics.wpengine.com/events/lambeth-together-strategic-board-5/</u> <u>https://selondonics.wpengine.com/lambeth-together-strategic-board/</u> <u>https://selondonics.wpengine.com/lambeth-together-strategic-board-2/</u> <u>https://selondonics.wpengine.com/lambeth-together-strategic-board-4/</u> <u>https://selondonics.wpengine.com/lambeth-together-strategic-board-4/</u> <u>https://selondonics.wpengine.com/lambeth-together-strategic-board-6/</u>
- ' Beth's story South East London ICS' is used on 2 pages: <u>https://selondonics.wpengine.com/stories/beths-story/</u> <u>https://selondonics.wpengine.com/stories/beths-story-2/</u>
- ' Name Surname South East London ICS' is used on 2 pages: <u>https://selondonics.wpengine.com/our-team/name-surname-2/</u> <u>https://selondonics.wpengine.com/our-team/name-surname/</u>

### **Action Required**

1. Ensure the all pages have a unique, descriptive and meaningful page title.

## WCAG References

2.4.2 Page Titled: Web pages have titles that describe topic or purpose. (Level A)

## STAS-F16: Duplicate ID's

### Description

Duplicate ID errors are known to cause problems for assistive technologies when they are trying to interact with content. Duplicate values of type ID can be problematic for screen reader users that rely on this attribute to accurately convey relationships between different parts of content to users.

For example, a screen reader may use ID values to identify the applicable header content for a data cell within a data table, or an input control to which a given label applies. If these values are not unique, the screen reader will be unable to programmatically determine which headers are associated with the data cell or which control is associated with which label or name.

The following example issues have been found that may cause issues for assistive technology.

Page checked	https://selondonics.wpengine.com/
41 duplicate ids (first 10 listed)	<ol> <li><u>#Page-1</u></li> <li><u>#flockler-embed-iconalbum</u></li> <li><u>#flockler-embed-iconangle-up</u></li> <li><u>#flockler-embed-iconarrow-circle-left</u></li> <li><u>#flockler-embed-iconarrow-circle-right</u></li> <li><u>#flockler-embed-iconarrow-right</u></li> <li><u>#flockler-embed-iconbag</u></li> <li><u>#flockler-embed-iconcalendar</u></li> <li><u>#flockler-embed-iconcart</u></li> </ol>
	10. <u>#flockler-embed-iconclock</u>

Page checked	https://selondonics.wpengine.com/our-residents/stories/
3 duplicate ids	1. <u>#page</u> 2. <u>#s</u> 3. <u>#searchform</u>
Page checked	https://selondonics.wpengine.com/in-vour-area/southwark/

Page checked	nttps://seiondonics.wpengine.com/in-your-area/southwark/	
2 duplicate id	1. <u>#s</u> 2. <u>#searchform</u>	

### **Example Occurrences**

https://selondonics.wpengine.com/ https://selondonics.wpengine.com/our-residents/stories/ https://selondonics.wpengine.com/in-your-area/southwark/ https://selondonics.wpengine.com/news/ https://selondonics.wpengine.com/events/

### **Action Required**

1. Ensure that all values of type ID are unique in the Web page

### **WCAG References**

**4.1.1 Parsing:** In content implemented using markup languages, elements have complete start and end tags, elements are nested according to their specifications, elements do not contain duplicate attributes, and any IDs are unique, except where the specifications allow these features. (Level A)

*Note:* Start and end tags that are missing a critical character in their formation, such as a closing angle bracket or a mismatched attribute value quotation mark are not complete.

## **STAS-F17: HTML Markup Errors**

### Description

Valid HTML code ensures that a site is understood by a browser in the way the designer intended. Valid sites are more likely to be future proof, more likely to look good on a range of browsers and devices, should improve SEO rankings and are more likely to be compatible with assistive technology. Errors in HTML are easy to make but very hard to find and fix without a tool like a HTML validator. To ensure compatibility with browsers and assistive technology, each page should pass a HTML validator with no errors.

Some pages throughout the site have markup errors and parsing errors that may impact on assistive technologies and may cause screen readers to miss content. Markup errors like missing end tags mean screen readers may skip important content.

Note: This is an automated test carried out by the <u>W3C Markup Validation Service</u>, however any HTML validator should produce the same results.

Page checked	Errors	Warnings
https://selondonics.wpengine.com/	6	25
https://selondonics.wpengine.com/senior-leadership/name-surname-3/	6	21
https://selondonics.wpengine.com/in-your-area/lambeth/	6	21
https://selondonics.wpengine.com/in-your-area/southwark/	6	20
https://selondonics.wpengine.com/who-we-are/working-for-us/	5	20

### **Example Occurrences**

https://selondonics.wpengine.com/ https://selondonics.wpengine.com/our-team/name-surname-3/ https://selondonics.wpengine.com/in-your-area/lambeth/ https://selondonics.wpengine.com/in-your-area/southwark/ https://selondonics.wpengine.com/who-we-are/working-for-us/

## **Action Required**

1. Ensure that no HTML parsing errors exist and that can impact use of assistive technologies.

## WCAG References

**4.1.1 Parsing:** In content implemented using markup languages, elements have complete start and end tags, elements are nested according to their specifications, elements do not contain duplicate attributes, and any IDs are unique, except where the specifications allow these features. (Level A)

*Note:* Start and end tags that are missing a critical character in their formation, such as a closing angle bracket or a mismatched attribute value quotation mark are not complete.

**4.1.2 Name, Role, Value:** For all user interface components (including but not limited to: form elements, links and components generated by scripts), the name and role can be programmatically determined; states, properties, and values that can be set by the user can be programmatically set; and notification of changes to these items is available to user agents, including assistive technologies. (Level A)

*Note:* This success criterion is primarily for Web authors who develop or script their own user interface components. For example, standard HTML controls already meet this success criterion when used according to specification.

# STAS-F18: Inaccessible Non-HTML Documents

### Description

A number of non-HTML documents, such as Adobe Acrobat (PDF) files, were encountered. In order for users to access the content contained within non-HTML documents, these documents should be accessible or have an accessible alternative.

The PDF documents examined had issues that prevented certain users from being able to access the content. A number of PDFs did not contain a headings structure, making it difficult for screen reader users to understand and navigate the structure of the document. (Please note that this is an automated test)

A scan of the 'ICS-engagement-event-010322.pdf' document produced the following results:

29 checks performed / 25 checks passed (86%) / 4 checks failed

Document (1 issues)	Alternate Text (2 issues)
<ul> <li>Accessibility permission flag</li> </ul>	<ul> <li>Figures alternate text</li> </ul>
<ul> <li>Image-only PDF</li> </ul>	<ul> <li>Nested alternate text</li> </ul>
<ul> <li>Tagged PDF</li> </ul>	<ul> <li>Associated with content</li> </ul>
<ul> <li>Primary language</li> </ul>	<ul> <li>Hides annotation</li> </ul>
✓ Title	<ul> <li>Other elements alternate text</li> </ul>
Bookmarks	
Page Content (0 issues)	Forms (0 issues)
<ul> <li>Tagged content</li> </ul>	<ul> <li>Tagged form fields</li> </ul>
<ul> <li>Tagged annotations</li> </ul>	<ul> <li>Field descriptions</li> </ul>
<ul> <li>Tab order</li> </ul>	Tables (1 issues)
<ul> <li>Character encoding</li> </ul>	✓ Rows
<ul> <li>Tagged multimedia</li> </ul>	<ul> <li>TH and TD</li> </ul>
<ul> <li>Screen flicker</li> </ul>	<ul> <li>Headers</li> </ul>
<ul> <li>✓ Scripts</li> </ul>	<ul> <li>Regularity</li> </ul>
<ul> <li>Timed responses</li> </ul>	Lists (0 issues)
<ul> <li>Navigation links</li> </ul>	<ul> <li>List items</li> </ul>
<ul> <li>Appropriate heading nesting</li> </ul>	<ul> <li>Lbl and LBody</li> </ul>

A scan of the 'ICS-engagement-event-090322.pdf' document produced the following results:

29 checks performed / 24 checks passed (82%) / 5 checks failed

Document (2 issues)	Alternate Text (2 issues)
<ul> <li>Accessibility permission flag</li> </ul>	<ul> <li>Figures alternate text</li> </ul>
<ul> <li>Image-only PDF</li> </ul>	<ul> <li>Nested alternate text</li> </ul>
<ul> <li>Tagged PDF</li> </ul>	<ul> <li>Associated with content</li> </ul>
<ul> <li>Primary language</li> </ul>	<ul> <li>Hides annotation</li> </ul>
× Title	<ul> <li>Other elements alternate text</li> </ul>
Bookmarks	
Page Content (0 issues)	Forms (0 issues)
<ul> <li>Tagged content</li> </ul>	<ul> <li>Tagged form fields</li> </ul>
<ul> <li>Tagged annotations</li> </ul>	<ul> <li>Field descriptions</li> </ul>
<ul> <li>Tab order</li> </ul>	Tables (1 issues)
<ul> <li>Character encoding</li> </ul>	✓ Rows
<ul> <li>Tagged multimedia</li> </ul>	<ul> <li>TH and TD</li> </ul>
<ul> <li>Screen flicker</li> </ul>	<ul> <li>Headers</li> </ul>
<ul> <li>✓ Scripts</li> </ul>	Regularity
<ul> <li>Timed responses</li> </ul>	Lists (0 issues)
<ul> <li>Navigation links</li> </ul>	<ul> <li>List items</li> </ul>
<ul> <li>Appropriate heading nesting</li> </ul>	<ul> <li>Lbl and LBody</li> </ul>

### **User Comments**

"When viewing several PDF documents, I found no evidence of a headings structure, and some graphics did not contain a clear label I am also unsure if some graphics are used for decoration or to convey specific information I also noticed a table that did not contain a clear header, and some of the columns and rows were not clearly labelled for screen reader users

All documents should contain a clear and logical headings structure, and all elements that are used to convey information such as tables, graphics, and links should be tagged to provide easier and accessible navigation, this will promote a positive user experience as a result."

Alan Sleat Screen Reader Assessor

### **Example Occurrences**

https://www.ourhealthiersel.nhs.uk/Downloads/News/ICS-engagement-event-010322.pdf https://www.ourhealthiersel.nhs.uk/Downloads/News/ICS-engagement-event-090322.pdf

### **Action Required**

- 1. Ensure all non-HTML documents are accessible.
- 2. Provide accessible alternatives to inaccessible non-HTML documents where applicable.

Note: The Shaw Trust Accessibility Services recognises that it may be impractical to make all non-HTML documents accessible due to volume and complexity. In this scenario, only proof of policy to make all future non-HTML documents accessible is required for conformance.

### **WCAG** References

**1.1.1 Non-text Content:** All non-text content that is presented to the user has a text alternative that serves the equivalent purpose, except for the situations listed below. (Level A)

**1.3.1 Info and Relationships:** Information, structure, and relationships conveyed through presentation can be programmatically determined or are available in text. (Level A)

2.4.2 Page Titled: Web pages have titles that describe topic or purpose. (Level A)

# **Priority AA Issues**

# **STAS-F19: Insufficient Colour Contrast**

### Description

The combination of text and background colour should be set to create an easy to read website. Using colours that are similar for the background and foreground can cause blocks of text to become difficult to read. Alternative stylesheets can be used to change the appearance of the page and provide an alternative with a stronger contrast.

The minimum colour contrast ratio between the foreground and background should be at least 4.5:1. For large text, the ratio can be lowered to 3:1.

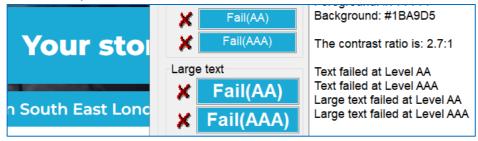
Text is considered large if it is

- greater than 18 point (approx. 24px) or
- greater than 14 point (approx. 18.6px) if bolded (font-weight:700 or more).

For interactive elements, the contrast between the element and the background should be 3:1.

Throughout the site there are combinations of colours that fall below the minimum contrast levels that make the text difficult to read.

The white text on a light blue background on the homepage, and throughout the site fails colour contrast requirements with a ratio of 2.7.



The light blue text on a light grey background on the homepage fails colour contrast requirements with a ratio of 2.5.

Engage with	Fail(AA)	Background: #F4F4F4 The contrast ratio is: 2.5:1
people of Sou London	Large text Fail(AA) Fail(AAA)	Text failed at Level AA Text failed at Level AAA Large text failed at Level AA Large text failed at Level AAA

The light blue border of the 'Search' form field on a light grey background on the homepage, and throughout the site fails colour contrast requirements with a ratio of 2.8.

shboard 🔇 Tabindex Bo	ookmari	Text Fail(AA)	Foreground: #00A8D7 Background: #FFFFFF
Search this site		Fail(AAA)	The contrast ratio is: 2.8:1
L		Large text	Text failed at Level AA Text failed at Level AAA
		Fail(AA)	Large text failed at Level AA Large text failed at Level AAA
Who we are	New:	Fail(AAA)	

On the 'News' page the light blue text on a light grey background fails colour contrast requirements with a ratio of 2.3.

	Fail(AA)	Background: #F4F4F4
Search by Keywo	Fail(AAA)	The contrast ratio is: 2.3:1
Tupo horo	Large text	Text failed at Level AA
Type here	X Fail(AA)	Text failed at Level AAA Large text failed at Level AA
	Fail(AAA)	Large text failed at Level AAA

The light blue border of the form fields on the light grey background on the 'News' page fails colour contrast requirements with a ratio of 2.5.

	Fail(AA)	Background: #F4F4F4
Search by Keyword:	Fail(AAA)	The contrast ratio is: 2.5:1
Type here	Large text Fail(AA) Fail(AAA)	Text failed at Level AA Text failed at Level AAA Large text failed at Level AA Large text failed at Level AAA

The light blue text of the link on the 'Bexley Local Care Partnership' page fails colour contrast requirements with a ratio of 2.7.

Sustainabi	¥ Fail(AA)	Background: #FFFFFF
The NHS in England	Fail(AAA)	The contrast ratio is: 2.7:1
climate and ecolo	Large text	Text failed at Level AA
as a result, has com	🗙 Fail(AA)	Text failed at Level AAA Large text failed at Level AA
practices in south e	<b>X</b> Fail(AAA)	Large text failed at Level AA
bacoming carbon I	i an(//////	

# **User Comments**

"There are a number of instances where the text is made harder to read because of the colour combination used. Changing either the foreground colour or background colour to make the combination stronger would help low vision and colour blind people read the content."

Sam Hopkins Readability Assessor

## Occurrences

This issue occurs throughout the site.

## **Example Occurrences**

https://selondonics.wpengine.com/ https://selondonics.wpengine.com/news/ https://selondonics.wpengine.com/who-we-are/sustainability/ https://selondonics.wpengine.com/get-involved/ https://selondonics.wpengine.com/in-your-area/bexley/

## **Action Required**

- 1. Ensure that all colour combinations meet the minimum ratio.
- 2. Ensure that all foreground and background colours have been specified.
- 3. Ensure that styling is used to increase the contrast of any browser defaults, especially for text boxes and other form inputs.

# **WCAG** References

**1.4.3 Contrast (Minimum):** The visual presentation of text and images of text has a contrast ratio of at least 4.5:1, except for the following: (Level AA)

- Large Text: Large-scale text and images of large-scale text have a contrast ratio of at least 3:1;
- Incidental: Text or images of text that are part of an inactive user interface component, that are pure decoration, that are not visible to anyone, or that are part of a picture that contains significant other visual content, have no contrast requirement.
- Logotypes: Text that is part of a logo or brand name has no minimum contrast requirement.

**1.4.11 Non-text Contrast:** The visual presentation of the following have a contrast ratio of at least 3:1 against adjacent color(s): (Level AA)

- User Interface Components: Visual information required to identify user interface components and states, except for inactive components or where the appearance of the component is determined by the user agent and not modified by the author;
- Graphical Objects: Parts of graphics required to understand the content, except when a particular presentation of graphics is essential to the information being conveyed.

# **STAS-F20: Elements not Visible in Focus**

## Description

Users who are reliant on a keyboard to navigate the website use the tab key to cycle through the links on a page. A visual cue is required to highlight which link is currently in focus so that the user can identify where they are within the set of links on a page. Not having link highlighting can make it more difficult and confusing for keyboard only users to navigate a site.

Throughout the site, the majority of links in focus where not highlighted to the users. The lack of link highlighting also makes is difficult for keyboard operability to be fully assessed.

Element not in focus	Element in focus
Feedback	Feedback
Contact	Contact
Accessibility	Accessibility
<b>Q</b>	<b>Q</b>
South East London	South East London
In your area	In your area
Our residents	Our residents
Get involved	Get involved
Who we are	Who we are
News and opinion	News and opinion
-> Find out more	-> Find out more
→ Contact us	→ Contact us

In contrast, there is some good link highlighting on the 'Bexley Local Care Partnership' page



## **User Comments**

"Highlighting for keyboard only is not that good on parts of the site, where not every link I Tab onto has some form of highlighting focus; whether it is a distinct colour change, background change, or a caret (Dashed Box)."

Kevin James Keyboard Only Assessor

## Occurrences

This issue occurs throughout the site.

# **Example Occurrences**

https://selondonics.wpengine.com/ https://selondonics.wpengine.com/in-your-area/ https://selondonics.wpengine.com/residents-given-the-opportunity-to-find-out-more-about-thecreation-of-a-new-statutory-integrated-care-system/ https://selondonics.wpengine.com/who-we-are/ https://selondonics.wpengine.com/news/

# **Action Required**

1. Provide a strong visual cue on focus for elements that can receive keyboard focus.

## **WCAG** References

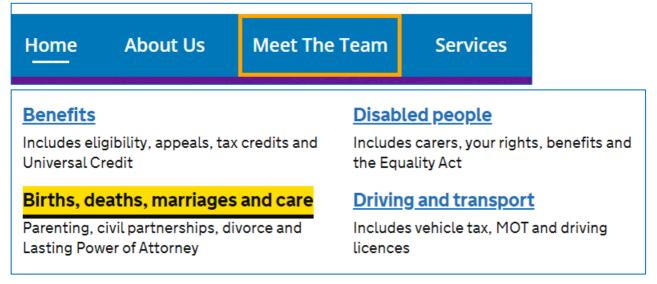
**2.4.7 Focus Visible:** Any keyboard operable user interface has a mode of operation where the keyboard focus indicator is visible. (Level AA)

# **Further Information**

Implementing a strong focus highlighting mechanism is important to improving keyboard navigation.

There is no prescribed way to achieve a good focus highlighting, so branding and identity can be maintained.

Good examples can be seen on www.accessibility-services.co.uk and www.gov.uk

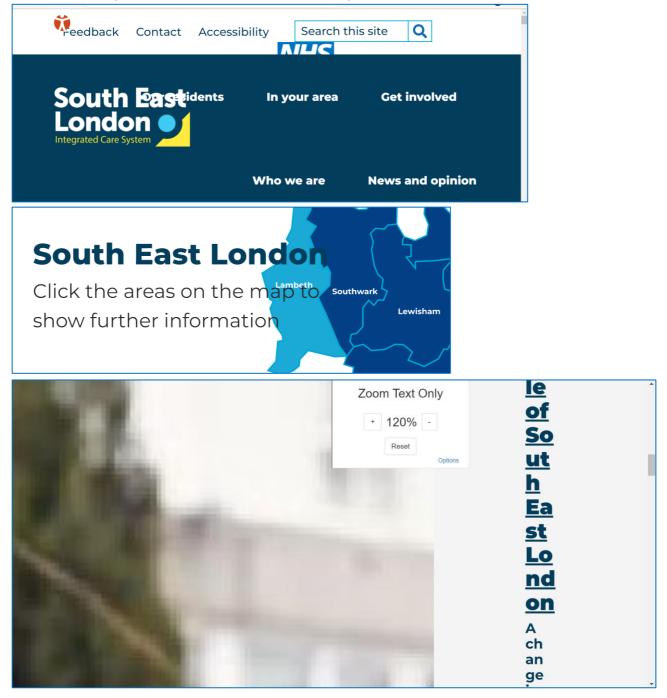


# **STAS-F21: Obscured Text**

## Description

Some users will need to view the text on a page or the page itself in different ways. One of the most common ways is through text resizing or page magnification.

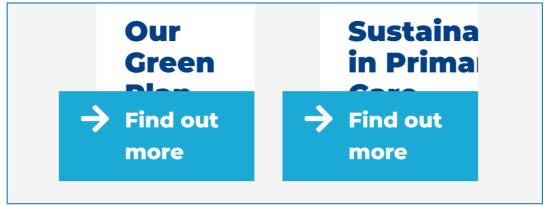
When increasing the size of the text on the homepage, the content starts to overlap.



When increasing the size of the text on the 'Bexley Local Care Partnership' page, some of the content starts to overlap.



When increasing the size of the text on the 'Sustainability' page, some of the content starts to overlap.



When increasing the size of the text on the 'Minister for Children and Families' page, some of the content starts to overlap.



When increasing the size of the text on the 'In Your Area' page, some of the content starts to overlap.



## Occurrences

This issue occurs throughout the site.

## **Example Occurrences**

https://selondonics.wpengine.com/ https://selondonics.wpengine.com/in-your-area/bexley/ https://selondonics.wpengine.com/who-we-are/sustainability/ https://selondonics.wpengine.com/minister-for-children-and-families-and-national-youth-mentalhealth-ambassador-visit-belvedere-secondary-school-during-childrens-mental-health-week/ https://selondonics.wpengine.com/in-your-area/

# **Action Required**

1. Ensure that when text is resized to 200% there is no loss of content.

## **WCAG** References

**1.4.4 Resize text:** Except for captions and images of text, text can be resized without assistive technology up to 200 percent without loss of content or functionality. (Level AA)

# **Advisories**

# STAS-A01: Links to Non-HTML Documents

# Description

Links to non-HTML documents often omit their file type and file size in a way that can be determined by assistive technologies. Sometimes an image of the file type and textual file size is included on the page, but is not part of the link; this will therefore not be picked up by assistive technology as easily as if it were part of the link itself

Links to non-HTML documents should open in a new window or a new tab. This is because certain file types may open in a browser plugin by default, which can cause issues for assistive technology users. Users may find that they cannot navigate back to the previous page, making navigation difficult. Opening documents in a new window/tab enables these users to close the window with the open file and return to their previous location.

On the 'Residents given the opportunity to find out more about the creation of a new statutory integrated care system' page there are links to PDFs that do not contain the file type and size information.

If you were unable to attend, recordings of both sessions on **1 March** and **9 March 2022** are now available on our YouTube Channel. You can also view the slides both sessions on **1 March** and **9 March**, which includes the a

On the 'Bexley Local Care Partnership' page, there is a link to a PDF that does not contain the file type and size information.



DFA

# **User Comments**

"When a Non HTML document has no indication alongside the link of its format, it is very problematic for a Screen Reader User. Furthermore, whether they have the software to read such a document. Therefore, the link that opens a non-HTML document should have information of the format and size alongside the link. The inclusion of this information will allow people the full knowledge of what format the document is in, and whether they have the software to read such a format; or whether there may be an issue in reading it within that format.

In addition, the information about the size of the document may determine the time it may take to upload, or the memory they have on their device.

Clear information on links of this kind will assist everyone using the site, and encourage them to open the information."

Alan Sleat Screen Reader Assessor

## **Example Occurrences**

https://selondonics.wpengine.com/residents-given-the-opportunity-to-find-out-more-about-thecreation-of-a-new-statutory-integrated-care-system/ https://selondonics.wpengine.com/who-we-are/sustainability/

## Recommendation

1. Ensure links to non-HTML documents include file type and file size within the link text. For example <u>Annual Report (PDF, 87kb)</u> Shaw Trust is a charity which was founded in the village of Shaw, Wiltshire in 1982.

**Our Vision:** 

Shaw Trust believes that everyone has the right to employment, inclusion and independence.

**Our Purpose is to:** 

Focus on people who experience barriers related to disability, health and other disadvantages, providing personalised support to enable them to work, gain independence and control and contribute to family and community life.

Influence policy and improve the lives of disabled and disadvantaged people.

By working with businesses, commissioners and partner organisations, we've helped over 450,000 people achieve employment, inclusion and independence.

If you would like to know more about Shaw Trust please contact us today. Call: 01225 716300 Email: info@shaw-trust.org.uk Web: www.shaw-trust.org.uk

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