

GETTING STARTED WITH ACCESSIBILITY

Use this checklist and related resources to ensure that your school or district offers accessible materials and services to meet the needs of all students.

Ensure Accessibility

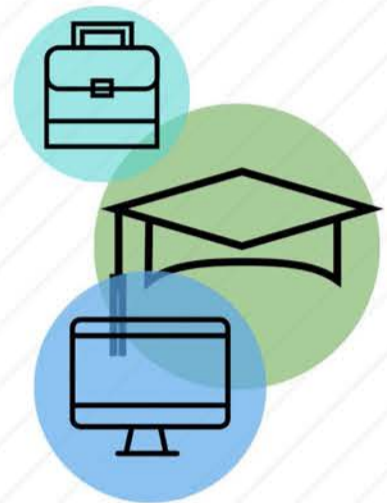


Assess Your Programs



1 Accessibility

- Review accessibility policies at other districts, schools, and universities
- Conduct an accessibility audit of your technology, programs, services, and activities
- If possible, hire an accessibility coordinator or assign staff who can dedicate time to ensure accessibility



2 Develop a Plan

- Develop an accessibility plan for any issues uncovered in the audit

3 Communicate

- Develop an institutionwide vision of accessibility for all and commitment to Universal Design for Learning
- Communicate the institutionwide vision



4 Comply

- Ensure that procurement requests and vendor contracts include information about how they comply with federal and state accessibility laws and guidelines

5 Train

- Train staff members and faculty on accessibility laws and guidelines
- Ensure staff members are knowledgeable about accessibility and content development

