

Steps to create a dyslexia-friendly workplace



STEP 1: Understand the Equality Act 2010

- The Equality Act 2010 defines your legal obligations whether you are in the private, public or voluntary sector to protect people from discrimination in the workplace, including disability discrimination
- We will help you fulfil your legal obligations under the Equality Act 2010

STEP 2: Develop a support framework

- We will work in partnership with you to develop a support framework for your company
- A support framework can provide structure and guidance on how you can support your dyslexic employees
- Services: Consultancy, awareness raising, testing (screening and assessment), training, assistive technology

STEP 3: Cascade framework

- Dyslexia is a hidden impairment which employees may choose not to disclose
- We can help you to create an inclusive and supportive working environment where all are aware of their responsibilities
- Your dyslexic employees will be more inclined to disclose their disability and enable you to unlock their potential

STEP 4: Guidance documents

- We can help you to create tailored guides for your HR and Occupational Health department managers and line managers
- Guides may include:
 - ⇒ What is Dyslexia?
 - ⇒ How it impacts on your employees and business
 - ⇒ How you can support your dyslexic employees
 - ⇒ A support process including named individuals
- A template for agreeing reasonable adjustments

STEP 5: Funding

- The training we provide is usually funded by Access to Work
- Access to Work is a Government programme. It provides advice and financial grants for practical support to overcome work related barriers due to disability
- We can support your application and claims to Access to Work
- Workplace / Job Coping strategies training is fully funded by Access to Work.
- Access to Work can fund a proportion of costs related to assistive technology software / hardware and training (dependant on the size of your organisation).
- For more information, visit: <https://www.gov.uk/access-to-work/overview>

