

## **Statement on Disability**

We ask applicants to jobs to complete an Equal Opportunities Monitoring Form to enable us to check whether our recruitment process is fair. Our monitoring indicates that applicants are consistently under reporting that they have a disability. We encourage applicants to disclose and, where practical, we undertake to interview any applicant with a disability who meets the essential criteria for a job. We will then select the best candidate, making any reasonable adjustments we can.

Throughout their employment with us, we strive to support people with disabilities as follows:

- a. to seek to ensure that employees with disabilities are considered for promotion according to their aptitudes, abilities, and qualifications, making any reasonable adjustments necessary to do so;
- b. to ensure that assessments are carried out of the scope of reasonable adjustments which may be made to the workplace and its environment, so as to make it possible to retain an employee with a disability;
- c. to make any reasonable alterations to premises required to ensure that they are accessible and safe for people with disabilities;
- d. to make reasonable changes to the workplace and to employment arrangements so that a person with a disability is not at any substantial disadvantage compared to a non-disabled person.

### **What is a disability?**

According to the Equality Act 2010, a person is disabled if they have a physical or mental impairment which has a substantially adverse and long-term effect on their ability to carry out normal day-to-day activities.

### **What does that mean?**

- A physical impairment is a weakening of a part of the body caused by illness or accident. Examples include blindness, deafness, heart disease, paralysis.
- A mental impairment can include learning disabilities and medically recognised illnesses such as depression and dyslexia.
- A substantial effect is one, which is more than “minor” or “trivial”, and has a real impact on the person’s day-to-day activities.
- A long term adverse effect exists only if it has lasted or is likely to last more than 12 months.

For example, someone using a wheelchair because they have broken their leg is not defined as disabled if the injury heals or is likely to heal within 12 months. However, someone who uses a wheelchair because of a spinal injury which will not improve is considered to be disabled. Someone with HIV, cancer or multiple sclerosis is automatically treated as disabled under the Act from point of diagnosis.

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