

Understanding workplace adjustments

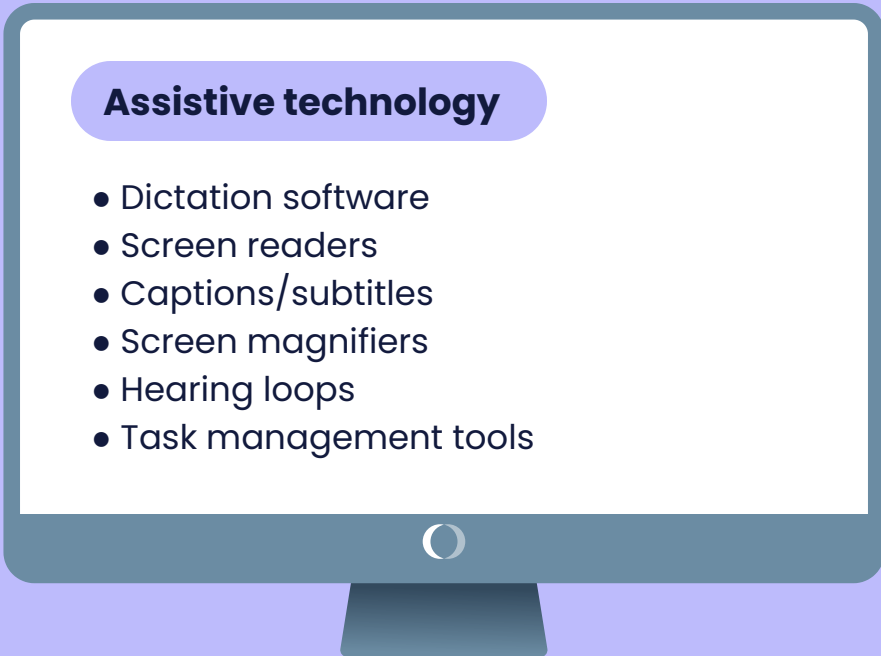
Physical environment

- Ramps
- Lifts
- Handles
- Accessible toilets
- Accessible parking
- Wide enough corridors/space at the office
- Quiet rooms, dimmer switches, visual alarms



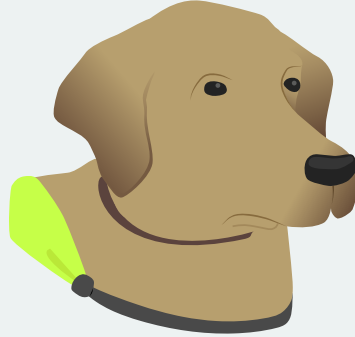
Assistive technology

- Dictation software
- Screen readers
- Captions/subtitles
- Screen magnifiers
- Hearing loops
- Task management tools



Human support

- Palantypists
- Personal assistants
- Work coaches
- British Sign Language interpreters

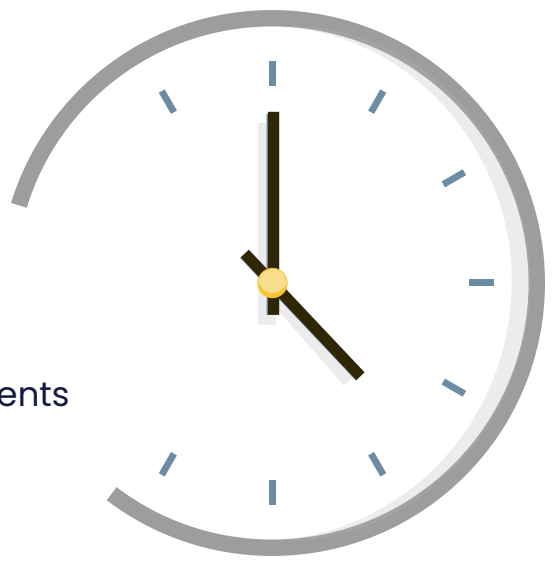


Animal support

- Guide dogs
- Hearing dogs

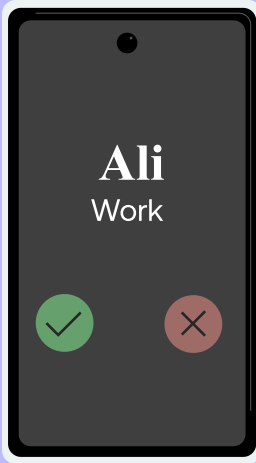
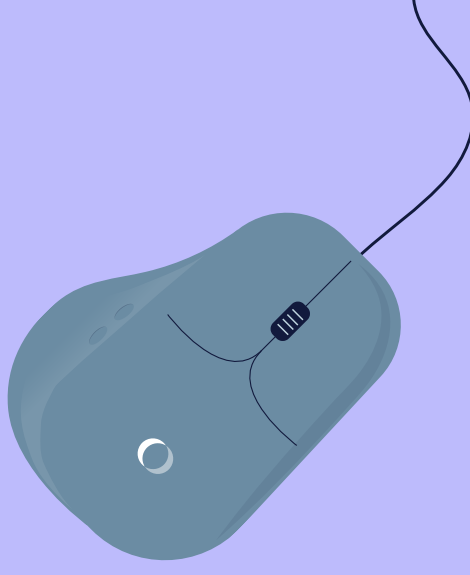
Flexible working hours

- Pre hours/after hours
- Working from home
- Working at a time that suits you best
- Frequent breaks
- Allowing time off for medical appointments



Ergonomic equipment

- Chairs
- Desks
- Mouses/keyboards
- Monitors



Alternative communication methods

- Video calls
- Phone calls
- Emails
- Using communication devices

Accessible formats

- Braille
- Clear and organised information
- Sans serif font
- Colour contrast
- Off-white backgrounds
- Large print



Organisational

- Training sessions for employees and employers
- Reviewing policies and job duties
- Changing the working culture

