

Solidarity Across Land Trades (SALT)

KNOW YOUR RIGHTS

Reasonable Adjustments At Work

Employers **MUST** make reasonable adjustments to make sure disabled workers are not substantially disadvantaged when doing their jobs. This includes neurodiversity and physical or mental health conditions.

This applies to **ALL** workers, including job applicants, trainees, apprentices, contract and self-employed workers and business partners.

What is a reasonable adjustment?



- finding a different way to do something
- making changes to the workplace
- changing someone's working arrangements
- providing equipment, services or support

The employer must consider if the adjustment will **remove or reduce** the disadvantage and is practical and affordable to **make**.



An employer does not have to make adjustments that are unreasonable or change the basic nature of the job. For example, the employer may find the cost of an adjustment, such as installing a lift, to be damaging to their business.

However, they should still find other ways to support the disabled person, such as making changes so that the employee can do their job entirely on the ground floor.

Employers must make reasonable adjustments when:

- they know, or could reasonably be expected to know, someone is disabled
- a disabled staff member or job applicant asks for adjustments
- someone who's disabled is having difficulty with any part of their job
- someone's absence record, sickness record or delay in returning to work is because of, or linked to, their disability.

SALT is a grassroots trade union, representing all **non-management staff** (inc. volunteers & trainees). We are affiliated with the Bakers, Food & Allied Workers Union (BFAWU). This information has been OK'd by BFAWU **solicitors**. Please get in touch for more info, or contact ACAS

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The employer must also:

- make reasonable adjustments for anything linked to someone's disability – for example an organisation might not allow dogs at work but make a reasonable adjustment for someone with an assistance dog.
- make sure other people do what's needed for a reasonable adjustment to work – for example if someone needs information presented in a certain format, making sure other people at work do that.



If an employee has a mental health problem, their employer should take it seriously, **with the same care as for physical illness.**

Nobody has to tell their employer – or potential employer – they're disabled. But when they do, the employer has a **legal responsibility** to support them. (Equality Act 2010)

If an employer does not make reasonable adjustments for someone at work or a job applicant, it could be a type of **disability discrimination**. This type of disability discrimination is called 'failure to make reasonable adjustments'.

Access to Work is a government scheme. It helps disabled people and those with a physical or mental health condition to get or stay in work. You might be eligible for a grant to help pay for practical support, see www.gov.uk/access-to-work

This is not a substitute for the employer's legal obligation to make reasonable adjustments or pay for them.

More advice and examples are available on the ACAS website at www.acas.org.uk/reasonable-adjustments

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DISCRIMINATED AGAINST AT WORK? NEED SUPPORT? WANT TO LEARN MORE?

Get in touch!

Email: salt_union@proton.me

Instagram: [@_salt_union](https://www.instagram.com/_salt_union)

ACAS helpline: 0300 123 1100

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