

REASONABLE ADJUSTMENTS

Understand what they are and how to access them

What are reasonable adjustments?

Reasonable adjustments are changes an employer makes to ensure someone's disability doesn't put them at a disadvantage compared with others who aren't disabled. This applies to both existing staff, contractors and job applicants and can be for physical or mental health conditions. They can cover any area of work.

Do employers have to make reasonable adjustments?

Yes, section 20 of the Equality Act 2010 requires employers to make reasonable adjustments.

Do you need a diagnosis to ask for reasonable adjustments?

An employee does not need a diagnosis to be considered disabled under the Equality Act 2010.

How can you identify and share your reasonable adjustments?

The Health Adjustment Passport (below) is a document which can support you with this.



Linked resource

Department for Work and Pensions' Health Adjustment Passport (see link below).

[Click here to view or scan the QR code](#)

What are some examples of reasonable adjustments?

Reasonable adjustments are specific to each individual person. Here are just some examples:

Physical environment

- Installing a ramp
- Reserved parking
- Noise reduction



Ergonomic

- Changes to the layout of the workplace
- Ergonomic equipment, such as an ergonomic chair

Technology

- Assistive technology
- Specialist equipment



Working hours adjustments

- Flexible working
- Fixed hours, not varied shifts
- Phased return to work
- Additional time off

Working processes

- Altering duties
- Modifying instructions
- Different forms of communication





Linked resource

Find more information about reasonable adjustments in the application process in this guide.

[Click here to view or scan the QR code](#)