

The five core concepts

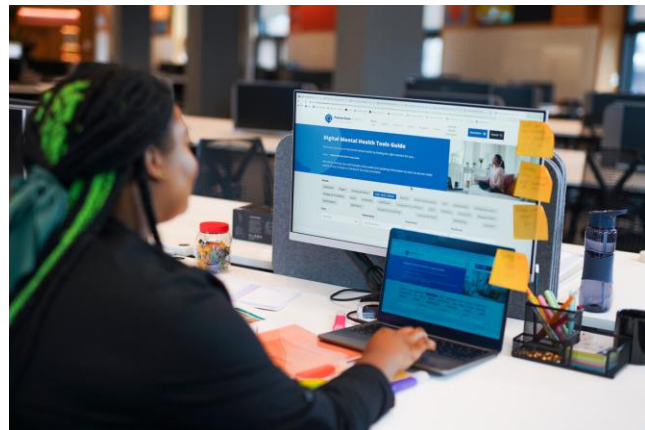
- Inclusive and accessible recruitment
- Communicating vacancies
- Offering an interview to disabled people
- Providing reasonable adjustments
- Supporting existing employees



1. Inclusive and accessible recruitment

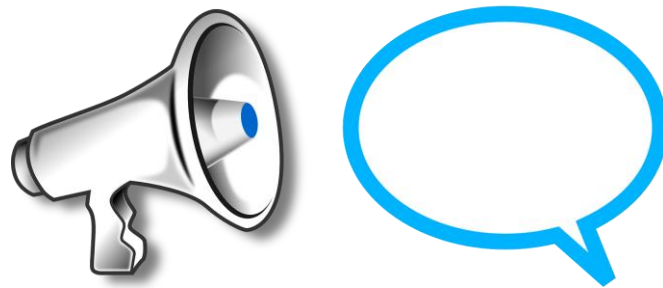
What do we mean by inclusive and accessible?

- Ensuring against discrimination
- Making job adverts accessible
- Providing information in accessible formats (for example, large print)
- Accepting applications in alternative formats (for example, electronically)



2. Communicating vacancies

- Advertising vacancies via a variety of channels
- Displaying the Disability Confident badge
- Getting advice and support from BDF
- Recruiters and/or your local disabled people's user led organisations
- Reviewing current recruitment processes



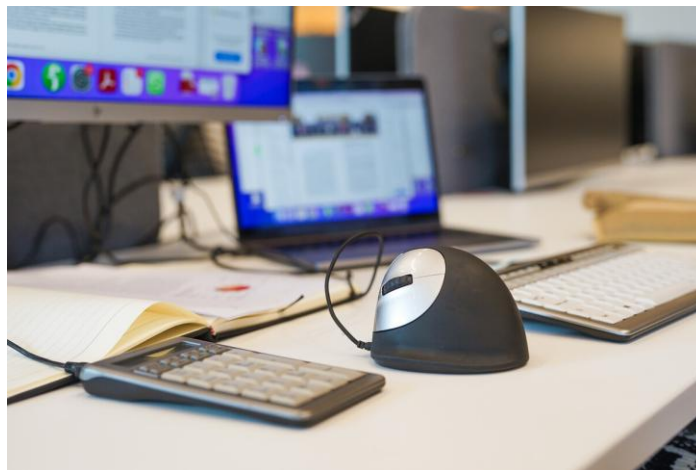
3. Offering an interview to disabled candidates

- Offering an interview to applicants who opt in to the scheme.
- This does not mean that all disabled people are entitled to an interview they must meet the essential criteria for a role.
- Encouraging positive action, encourage disabled people to apply for jobs and provide an opportunity to demonstrate their skills, talent and abilities at the interview stage.



4. Providing Reasonable adjustments

Under the Equality Act 2010 employers have a duty to make '**reasonable adjustments**' in the workplace where a disabled person would otherwise be put at a substantial disadvantage compared with their colleagues.



5. Supporting existing employees

This means providing support for anyone who has or who acquires a long-term condition or disability to help retain and develop them at work.

