



Autism, ADHD and AuDHD at work



What might
reasonable adjustments
look like for you as an autistic employee
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Autism, ADHD and AuDHD at work – a guide for employees

What might ‘reasonable adjustments’ look like for you as an autistic employee or an employee with ADHD?

The following suggestions have been produced by adults with living experience of autism, ADHD or both.

Everyone will need different things to help them thrive at work and these ideas are just a few examples to use or build on. If you know what would be helpful for you, it’s worth requesting.

Work place reasonable adjustments are changes that should be considered by your employer to prevent your neurodivergence putting you at a disadvantage compared with colleagues who are neurotypical.

When considering if changes are reasonable, your employer may want to look at things like effectiveness, practicality, costs and feasibility.



Environmental and sensory

- A workspace with natural or dimmed lighting
- Protected ‘quiet’ offices or breakaway spaces to work from or have time out in
- To be provided with photos of buildings or rooms that you haven’t visited before, so you know what to expect
- Your own desk, rather than ‘hot desking’



- Flexibility on dress codes or uniforms so you can feel comfortable
- Alternative menu options if catering is provided at work
- Not having air fresheners or heavily scented soaps in shared spaces.

Social

- Neurodiversity training for colleagues
- Normalisation of moving around, fidgeting or 'stimming' in the workplace
- Allow you to work alone and accept that you may not be up for small talk
- Ask you if you're comfortable attending things like social events and team building days and allow you to give them a miss (without judgement) if you're not
- Support non-traditional social networking opportunities such as a book club, fun pin board or online colleague forum rather than drinks after work
- Walking or outdoor supervisions and check-ins.



Accessibility and equipment

- Assistive technology such as screen readers and note taking equipment
- Flexible or clearly defined working hours
- Record meetings or provide a summary afterwards
- Allow you time after meetings to decompress and process information, rather than starting a task straight away
- Colleagues to be clear on deadlines
- Colleagues to provide comprehensive information and not to assume you'll 'read between the lines'



- Offer hybrid working
- Use of bullet points or step-by-step instructions
- Use non-serif fonts such as Arial on pastel coloured backgrounds
- Normalise use of texts and voice notes so you can revisit information or express yourself verbally rather than over email for example
- You may benefit from informal tailored check-ins with your line manager which could be at the start and end of the week, or daily when you start work. These check-ins could be used to outline tasks for the day or to look at where you may need support.

General

- If you struggle to explain your needs or don't wish to keep restating them, you could create a 'profile' about your needs for your line manager(s) to refer to
- Let your colleagues know your preferred method of communication which could be text, audio, video, phone-call or face-to-face for example
- When considering adjustments, think about your life outside of work and how this might impact your work life. Think about your energy levels, commitments and health and wellbeing
- Policies and procedures shouldn't unnecessarily discriminate against anyone with a disability, or other 'protected characteristic'
- If you need to take leave because of your neurodiversity, not illness, adjustments can be made so this counts as 'disability leave' rather than sick leave
- Reasonable adjustments are your legal right under [the Equality Act 2010](#). You're entitled to ask for them and all employers should consider your request. They shouldn't refuse reasonable requests.

