**Disability Confidence Checklist**

**Disability Awareness**

* Do you provide disability awareness training to line managers, HR staff and customer service staff?
* Does staff induction include disability awareness?
* Does your company have a disability champion at board/senior management level?

**HR & Recruitment**

* Do you have a positive action towards disability policy?
* Are your mainstream recruitment processes accessible to people with a disability?
* Do you set a target for a percentage of people with a disability in your workforce?
* Does your company customise or redesign jobs for people with a significant disability?

**Workplace Adjustments**

* Are you aware there are government grants available for workplace adjustments?
* Do you routinely consult with staff returning from illness on their specific needs?
* Has your company ever availed of a government funded employee retention grant?

**Mental Health in the Workplace**

* Does your company promote wellbeing in the workplace?
* Do you monitor sick leave connected to mental health or stress?
* Do you provide mental health awareness training to all staff?
* Do you have specific supports for employees with mental health challenges or illness?

**Work experience opportunities for people with a disability**

* Do you provide work experience opportunities/tasters for people with a disability?
* -Have you ever hosted a job shadow for a person with a disability?
* Do you offer WAM (Willing Able Mentoring) placements for graduates in partnership with AHEAD?

**Communication**

* Do you use accessible symbols to indicate how you communicate?
* Does your PR and marketing materials reflect diversity and equality within your company?
* Do you have staff who are proficient in sign language?

**Community Involvement**

* Do you partner with organisations and communities empowering or supporting people with a disability?
* Is one of your companies chosen charities a disability or health support organisation or programme?