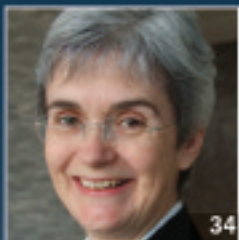




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Inclusive workplaces

Working successfully with dyslexia...

It is important that managers have an understanding of dyslexia if our workplaces are to be inclusive and comply with equality and disability legislation. However, we know that people with dyslexia make up a significant part of the total workforce (up to 10%), and therefore quite apart from the requirements of statutory legislation, it makes good business sense to enable dyslexic employees to work successfully and so contribute fully to their employment.

Work processes, for example, in recruitment, training or promotion, must not exclude dyslexic people from employment opportunities. Yet dyslexia is a 'hidden' disability, manifesting in a complex number of ways and it is not surprising that many managers remain uncertain about what can be done to ensure that dyslexic employees are not disadvantaged or discriminated against.

Dyslexia Assessment & Consultancy works with employers throughout the UK, promoting awareness of dyslexia and related conditions such as dyspraxia and attention deficit. We advise employers how they can develop the culture and the practices of their organisation to create inclusive workplaces, enabling dyslexic employees to work more effectively and deliver tangible benefits to the organisation.

Dyslexia Assessment & Consultancy is a team of dyslexia experts specialising in assessment, training, employment consultancy and legal work.

Lack of understanding about the nature of dyslexia can lead to tension and conflict. We frequently meet situations where although the individual is well motivated and hard working, and the line manager is supportive, performance issues come

to the surface. Anxiety, stress and deteriorating relationships are costly to resolve.

We see many, many examples of excellent practice where reasonable adjustments have made a significant difference to an employee's work performance. Adjustments are not necessarily costly, and often small differences in ways of working, or simple adaptations to a process, will help a dyslexic employee manage more effectively. Emma, a nurse in an NHS trust, was helped to develop ways of recording information accurately and she has now returned to clinical practice. A specialist trainer showed Chris, a student Police Officer, how to organise his time and activity, using systems for email, spreadsheets to prioritise daily tasks, templates for interviews, and a kit bag for equipment. He is now one of the most promising new recruits. Natalie, a PA to the director of a large organisation, became more confident and efficient when she was allowed to use a digital recorder to record meetings and discussions, providing her with a way of reviewing information.

Working with employers to find solutions

We provide guidance and support for all dyslexia-related matters through the following specialist services:

- Diagnostic assessment of dyslexia and related conditions;
- Workplace assessments making recommendations for specific adjustments;
- 'Hidden' disability awareness training: how to develop a best practice approach to working with colleagues with dyslexia and related conditions;



- Reasonable adjustments: how to adjust workplace practice to help and support dyslexic employees;
- Assistive technology training conducted by specialist IT consultants;
- Individual skills coaching to help dyslexic employees to become more efficient and confident in meeting the demands of their work;
- Expert witness service for employment tribunals.

Good employment practice

Management practices that value diversity and recognise that employees may need to work differently will create supportive and productive workplaces, enabling those with hidden disabilities to work to their strengths and maximise quality output.



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