



Applicants with disabilities

The 'two ticks' symbol used by the Group is recognition from Jobcentre Plus that we have agreed to meet the following commitments regarding the employment, retention, training and career development of disabled employees:

1. To interview all disabled applicants who meet the minimum essential criteria for a job vacancy and consider them on their abilities.
2. Ensure there is a mechanism in place to discuss, at any time, but at least once a year, with disabled employees what can be done to make sure they can develop and use their abilities.
3. Make every effort when employees become disabled to make sure they stay in employment.
4. Take action to ensure that all employees develop the appropriate level of disability awareness needed to make these commitments work.
5. Review each year the commitments and what has been achieved, plan ways to improve on them and let employees and Jobcentre Plus know about progress and future plans.

When recruiting new staff each member company guarantee to interview you if you meet the minimum criteria for the job – you can find this criteria in the job documents for each vacancy on the website.

Under the Disability Discrimination Act 1995, a person will be regarded as being disabled where there is: ***'a physical or mental impairment which has a substantial and long-term adverse effect on his ability to carry out normal day-to-day activities'***.

If you are disabled, please indicate this on the Equal Opportunities Monitoring Form.