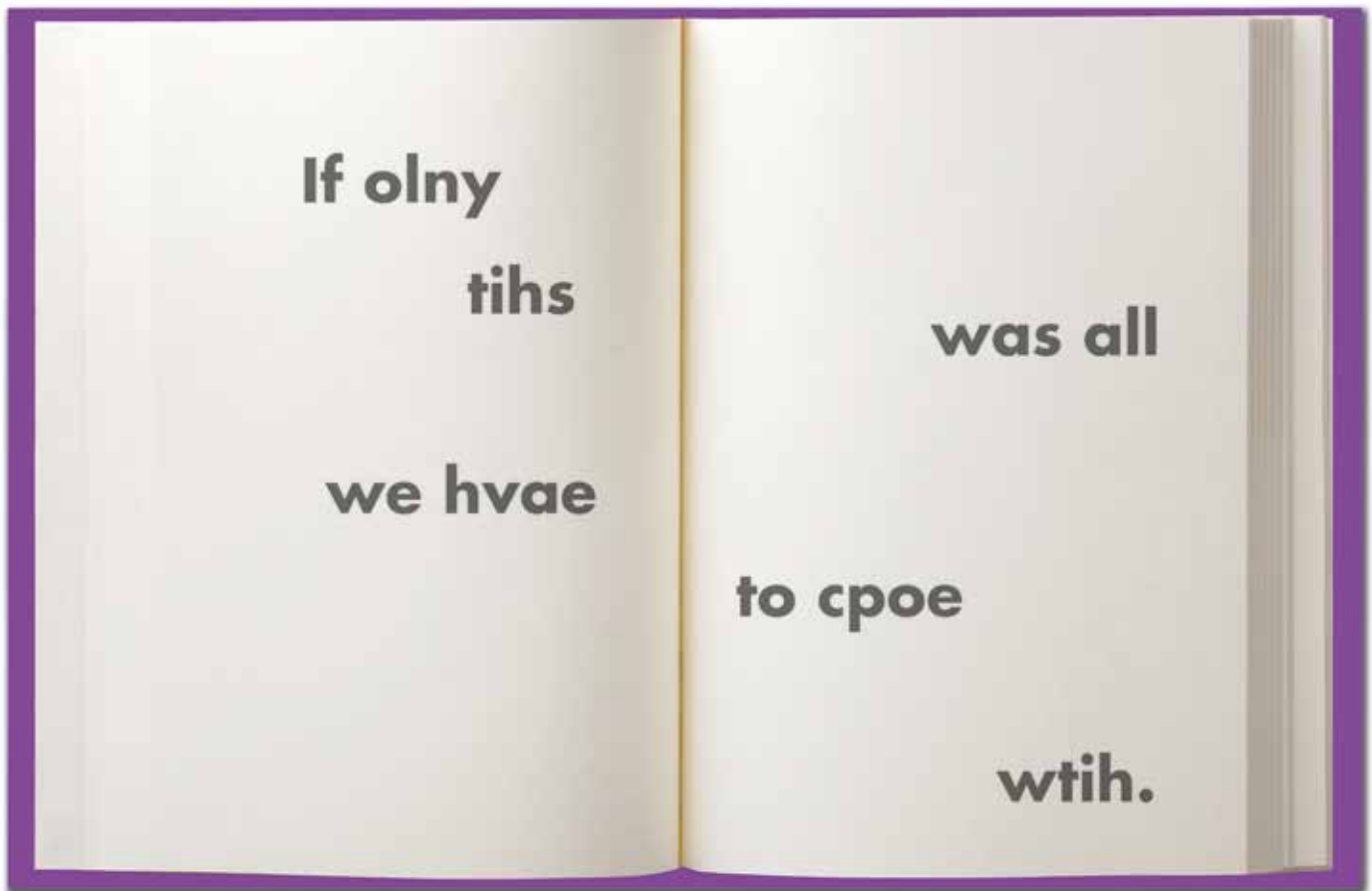


Did you know...

One person in ten has dyslexia?




Dyslexia Scotland

macROBERTS

www.dyslexiascotland.org.uk

HELPLINE - 0844 800 8484

Dyslexia Scotland is a Scottish Charity No: SCO 00951

 **LABC Artwork**

Client: MacRoberts	Doc: 130732 MCR Dyslexia A4 Leaflet		
Project: Dyslexia Leaflet	Size: 297mm x 210mm	A/C: CB	AW: BG
CMYK	Date: 30.09.13	Version: 2	

Your employee or colleague could be dyslexic. If unsupported, it affects their productivity, morale and well-being.

They may keep it hidden and it may be mistaken for a lack of grammatical skills and attention to detail or appearing disorganised and forgetful.

Simple changes in the workplace can help the individual but also create a better working environment for all.

Dyslexia is not just an inability to spell, read or write.

Employees with dyslexia bring highly valued skills with them, for example people skills, problem solving abilities, innovation and creativity, along with a determination to succeed.

'Some of our most talented code-breakers are dyslexic... They are very creative but may need support, including adjustments in the workplace, such as IT tools and computer software.'

GCHQ

Dyslexia is a recognised disability.

Many job applicants and workers who are dyslexic will be protected under the Equality Act 2010.

'Employers are required under that legislation to consider making reasonable adjustments to allow applicants to start work or remain in work. Compensation for failures under the Act is unlimited and can include awards for injury to feelings.'

Karen McGill, Partner, MacRoberts

What steps can an employer take to support dyslexic employees?

Always ask the individual what would help them. Changes and support should be tailored to the individual and their working context. Always check that solutions are working.

- Demonstrate tasks, encourage hands-on learning and repetition.
- Break tasks and information into smaller chunks.
- Give instructions both verbally and in written format.
- Send meeting papers out in advance not on the day.
- Use flow charts or images.
- Use specific fonts and formats.
- Supply laminated instructions to help with memory.
- Supply document templates, including taking telephone messages.
- Use low or no cost technology such as screen readers, speech and text software.



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