



# ACCESS TO WORK

## FOR ADHD

ADHD can have a significant impact on your work life.

Your ADHD can make it difficult to focus on tasks, stay organised and control impulses. This can result in missed deadlines, mistakes, disciplinary action and sometimes dismissal.

However, there are things that can be done to help you with your ADHD at work, this brings us to the access to work scheme.



### WHAT IS ACCESS TO WORK?

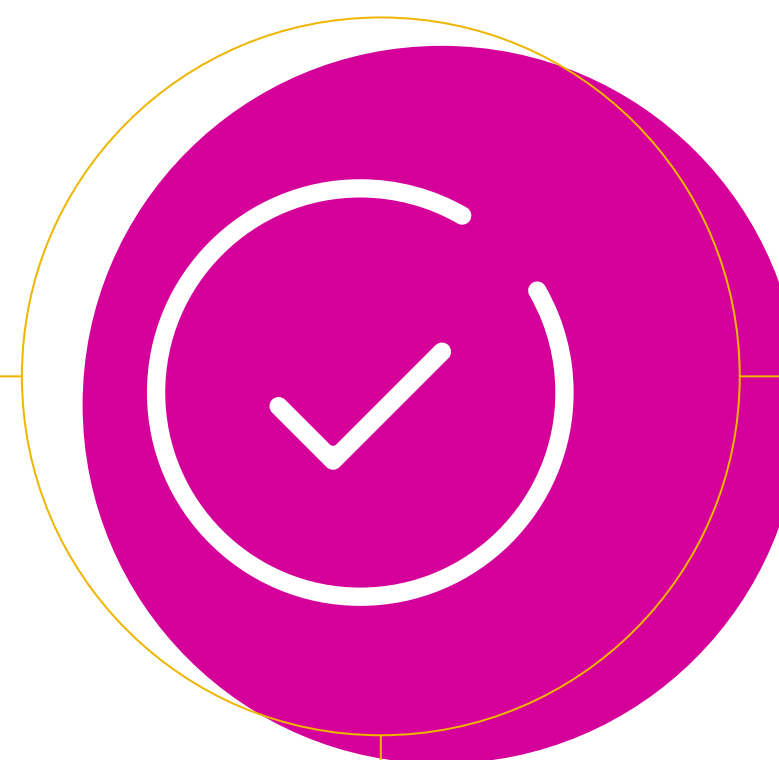
Access to work is a government scheme in place to support those with disabilities stay in work or start work.



### WHO IS ELIGIBLE

Individuals who...

- Are 16+
- Have a condition or impairment that affects your ability to work or travel to work
- Are looking for OR already in a paid job (including self-employment)
- Live and work in England, Scotland or Wales



### WHAT THE SCHEME MAY COVER

- Practical support
- A support worker or coaching for your condition
- Adapted or specialist equipment
- Transport to and from work



### WHAT THE SCHEME WON'T COVER

- Changes that your employer must make under the Equality Act 2010 (reasonable adjustments)
- Support that your employer has provided previously
- Equipment that is standard for the job



**ADHD 360**  
MORE THAN YOUR DIAGNOSIS



# WHAT YOU'LL NEED:

## Your application checklist!

# THINGS THAT CAN HELP YOUR ADHD AT WORK

Here are a few support suggestions that may help your ADHD symptoms & challenges

- How your ADHD makes work harder for you
- What help you are currently getting  
*Are you receiving medical treatment?*
- What help you think you need  
*Unsure? we've made a few suggestions*
- Your employment details  
*Job title, employer, length of service, part-time OR full-time. Are you unemployed, employed or self-employed?*
- A workplace contact  
*You'll need their name, contact details & your work address*
- Your personal details  
*Name, DOB & address*

## DISTRACTIBILITY

- Noise cancelling headphones
- Sit down, stand up desk
- Laptop (this will provide you with freedom to move to an area where you can focus better)
- Quiet space

## HYPERACTIVITY

- Under desk treadmill/bike
- Wobble board
- Exercise ball
- Speech to text e.g dragon

## TIME MANAGEMENT/ POOR MEMORY

- Digital planner/kanban board e.g Wrike, Monday.com, Asana
- Mind mapping tools e.g simple mind
- Physical planner/kanban board
- Digital notebook e.g ReMarkable
- Visual timer
- Smart watch (regular reminders)

## ADDITIONAL

- Large desk area
- High quality seating/chair
- Multiple screens
- Coaching/counselling
- Coworking space (for those who work from home)
- Compatible devices e.g apple synchronised calendars & reminders



## HOW CAN ADHD 360 HELP?

### WHAT HAPPENS AFTER I APPLY?

After you submit your application you will be contacted by an Access to Work assessor\* to discuss in detail:

- Your work circumstances
- Your job
- How your ADHD impacts your work

They may also speak to your employer and request a workplace inspection.

\*Processing times will vary

### COACHING WITH ADHD 360

Our ADHD Coaches are specialists in helping those with ADHD overcome their workplace challenges.

Your ADHD coach can provide you with the tools and strategies you need to manage your ADHD symptoms at work.

This includes time management, organisation, and goal-setting skills.

You will learn how to advocate for yourself and find accommodations that work for you.

Access to work allows you to choose who provides your coaching support. If you're interested in getting to know our coaches you can book a **free 15-minute discovery call**.

**1:1 ADHD COACHING**  
**£100 PER 1 HOUR SESSION**