

Evidence of Dyslexia

If you disclose dyslexia, the employer may request a copy of an adult (post 16 years) assessment report as evidence of disability. Many people have not been formally identified as having dyslexic difficulties, and others were only assessed at school and there may be no available documentation. This can be a problem for many people as dyslexia assessments are not funded, or available from the NHS and cost several hundred pounds. In some circumstances an employer may be encouraged to accept the results of a screening test.

Accommodations in Written Tests

If you are required to do written tests as part of the recruitment or promotion process, you may request appropriate accommodations. Extra time (+25%) is normal. In some cases you may need a specific recommendation from a suitably qualified assessor for particular accommodations in tests and exams. On-screen tests may be challenging for dyslexic people, as we all read less efficiently on screen. You may wish to request hard copy on a paper colour of your choice, and in a font and font size of your choice. Multiple choice and psychometric tests can be very challenging for many dyslexic people; you may wish to request an alternative style of assessment.

Interviews

Under stress, dyslexic difficulties can become more pronounced. For instance taking on board the questions you are being asked, remembering information, organising your reply and finding the right words may all become problematic. If you feel that you are going to have difficulty giving a good account of yourself at interview because of this, you would be entitled to ask for accommodations. These could include:

- Having a list of the question areas in advance.
- Requesting that the interviewers ask about only one issue at a time, avoiding multiple questions; requesting that you be offered plenty of time to reply and not be hurried.
- Requesting that questions relating to events are asked in chronological order, not jumping about in time (to help your memory).
- Case studies and scenario exercises.
- If the interview process includes a case study or scenario exercise, you should request the case study well in advance to give you time to process the information and prepare your views. You should be allowed to take your notes in to the interview.



Prepare well

In any event, careful preparation before an interview will always pay off. Try to anticipate the questions you are likely to be asked and organise your response, but avoid sounding rehearsed. You may be invited to ask some questions of your own about the job or the company, try to think of some interesting ones.

Organisations supporting Jobseekers with disabilities

National Careers Service

Provides support with job search advice, skills tests and helping to choose careers. Open 7 days a week, over the phone or a face to face appointment.

Telephone: 0800 100 900