



Disability Policy

Company Name: WOSS:UK

Policy Title: Disability Inclusion & Accessibility Policy

Version: 1.0

1. Policy Statement

WOSS:UK is committed to promoting equal opportunity for all employees, clients, contractors, and stakeholders. We value diversity and are dedicated to ensuring that people with disabilities are treated fairly, with respect, and without discrimination.

We aim to remove barriers that limit opportunities for people with disabilities, and to provide an inclusive, safe, and accessible environment for all.

2. Purpose

The purpose of this policy is to:

- Promote equality and inclusion of individuals with disabilities.
 - Prevent discrimination in recruitment, employment, and service delivery.
 - Comply with the **Equality Act 2010** and all other relevant UK legislation.
 - Foster an accessible and supportive workplace culture.
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3. Scope

This policy applies to:

- All employees, contractors, and subcontractors
 - Clients, customers, and visitors
 - Applicants for employment
 - Suppliers and external partners
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4. Commitments

We commit to the following:

- Ensuring our recruitment processes are accessible to people with disabilities.
 - Making reasonable adjustments in the workplace and during recruitment.
 - Providing accessible premises and workspaces wherever practical.
 - Training managers and staff to understand disability awareness and inclusion.
 - Ensuring disabled employees have the support and tools to thrive in their roles.
 - Consulting with individuals to understand their specific needs and preferences.
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5. Accessibility & Adjustments

We will:

- Assess and implement reasonable adjustments for job applicants and employees.
 - Provide assistive technology or equipment where needed.
 - Modify working hours or duties where appropriate.
 - Adapt training or meeting formats to be more inclusive.
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6. Recruitment

WOSS:UK is a Disability Confident Committed employer and welcomes applications from people with disabilities. We will:

- Offer interviews to disabled applicants who meet the minimum criteria (where appropriate).
 - Provide alternative formats for job descriptions and applications.
 - Ensure interview locations are accessible and inclusive.
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7. Confidentiality & Respect

All disability-related disclosures will be treated with the strictest confidentiality. We will only share information with consent and only where necessary to provide support or adjustments.

8. Reporting Discrimination

Any employee or service user who feels they have experienced discrimination or exclusion is encouraged to raise it through our complaints or grievance procedure. We take all concerns seriously and will investigate promptly.

9. Monitoring & Review

We will regularly review this policy and our practices to ensure continuous improvement in accessibility and inclusion.