

# Being an exemplar Disability Confident employer, advocating, encouraging and leading others to follow

## What does it mean to be Disability Confident Leader (Level 3)

### Challenge

#### Potential sources of supporting evidence

##### Evidence types:

- Recruitment policies and practices with relevant paragraphs highlighted or marked
- Other recruitment documents
  - Recruitment page on website
  - Example adverts
  - Example job descriptions
  - Application form
- Retention / sickness policies and practices with relevant paragraphs highlighted or marked
  - Examples of documents used in processes e.g. return to work documentation
- Workplace adjustments policy and process - or where this is referred to in other policies
- Disability awareness material
  - Training (contents summary or objectives)
  - Resources available on intranet for colleagues and managers on Disability
  - Information on support services offered to colleagues e.g. EAP
- Best practice initiatives
- Disability disclosure figures and how they are used
- Case studies and examples of
  - Accommodations made to recruitment processes
  - Workplace adjustments
  - Retention
  - Progression
- How any issues/concerns have been managed effectively.

For larger organisation more evidence and a wider the range of examples is expected

Good practice would be evidenced by examples for a range of disabilities and at a number of different levels of the business.

# Leadership

## For all employers

- Encouraging other employers in your supply chain to become Disability Confident

### Good practice

Think about partners on contracts or sub-contractors for your main function

Also consider suppliers of ancillary services:

- |                     |                   |
|---------------------|-------------------|
| → Cleaning services | → Repairs         |
| → Waste disposal    | → IT services     |
| → Stationary        | → Other equipment |

- Using social media to promote and share good practice on Disability Confident, such as LinkedIn, Twitter, Facebook, blogs and business newsletters

### Good practice

- Using your Disability Confident logo on all external media
- Releasing specific case studies and examples
- Using images of disabled employees in marketing / on website

- Networking with other employers in your industry, through business clubs, local networks, business events

### Good practice

- Provider forums
- Sector skills council

- Being a mentor, coach, buddy or providing peer support to other organisations

### Good practice

- Individuals such as directors of partner organisations
- Organisation-wide - buddy up peers from both organisations
- Disabled employee support

- Engaging with other local employers to share good practice

### Good practice

- Linking with bodies such as Chamber of commerce or Local Enterprise Partnerships

- Celebrating success

### Good practice

- Positive news stories in sector and mainstream media
- Being nominated for and/or winning local, regional and national awards for the employment of disabled people

- Sponsoring or hosting Disability Confident inspired events

### Good practice

- Mark disability awareness days or weeks
- Link with local disability organisations

**For medium-sized employers (50 to 250 employees) and large employers (over 250 employees), leadership may also include:**

- Providing validation of self-assessment to other employers
- Using contracting to drive positive change, with supply chain providers encouraged to become Disability Confident

### **Good Practice**

Think about partners on contracts or sub-contractors for your main function

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- |                     |                   |
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Can it be put into:

- Tender processes
- Bid applications
- Service Level agreements