

Access to Work

A Quick Guide to Workplace
Support (UK)

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What is Access to work?

Access to Work (AtW) is a UK government scheme that helps remove barriers in the workplace for people with disabilities or neurodivergent profiles, including dyslexia, ADHD, autism, and mental health conditions.

It can fund practical support, specialist coaching, and assistive technology to help you do your job effectively and comfortably.

You can apply whether you're:

- Employed (full-time or part-time)
- Self-employed or freelance
- About to start a new job

Official site: www.gov.uk/access-to-work

What Is a Reasonable Adjustment Assessment?



Once you apply, Access to Work arranges an informal assessment with a trained specialist.

They'll talk through:

- The main parts of your job
- Tasks that are challenging
- What kind of support could help

This is a conversation about your strengths, barriers, and ideal ways of working, not a test.

Afterwards, you and your employer receive a report recommending adjustments and funding options.

Examples of Funded Support For Dyslexia:

- Text-to-speech or speech-to-text software
- Mind-mapping tools
- Screen filters or coloured overlays
- One-to-one strategy coaching for organisation or written work

For ADHD and Other Neurodivergent Profiles:

- Specialist workplace coaching
- Noise-cancelling headphones
- Digital planners or task management tools
- Flexible scheduling or structured communication practices

Access to Work may pay for some or all of the costs, depending on your situation.

How to Apply

1. Visit www.gov.uk/access-to-work
2. Complete the online form, which takes around 15 minutes.
3. Provide:
 - Your National Insurance number
 - Your employer's or your own business details
 - A short description of your condition and the barriers you experience
4. Wait to be contacted for your assessment appointment



You don't need a formal diagnosis to apply, just describe the challenges you face at work.

How to Prepare for Your Assessment

1. Make a list of tasks you find difficult (e.g. note-taking, report writing, remembering verbal instructions).
2. Think about what helps; what tools, strategies, or adjustments would make your work life easier?
3. Be specific about where you'd like more support.
4. Keep a copy of your job description handy to remind you of your key tasks.
Remember: the goal is to help the workplace fit you, not to fix you.



Useful Links

- Apply for Access to Work www.gov.uk/access-to-work
- Equality Act 2010 (overview)
<https://www.gov.uk/guidance/equality-act-2010-guidance>
- British Dyslexia Association <https://www.bdadyslexia.org.uk>
- ADHD UK <https://adhduk.co.uk>

Access to Work exists to help you do your best work by providing the right tools, support, and environment.

You deserve to feel capable, confident, and included at work, and this programme is here to make that possible.

Thank you!

I hope you found this resource useful.

Please remember I am not a dyslexia expert or a Psychology practitioner.

I am a research psychologist with lived experience of dyslexia, these resources are for guidance only.



Follow me on [Instagram](#), [TikTok](#) and [YouTube](#) for more information and resources about dyslexia and mental health.
