The University is accredited as a Disability Symbol User and recognises its obligations under the symbol to ensure that people with disabilities are afforded every possible opportunity to enter employment and progress within it.

Becoming a Disability Symbol User means in principle that we have pledged to the following 5 commitments:

* To interview all disabled applicants who meet the minimum criteria for any advertised post;
* To ensure that disabled employees can develop and use their abilities;
* To make every possible effort to see that disabled employees stay in employment;
* To ensure all employees develop appropriate levels of disability awareness needed to make them work effectively and without bias;
* To put mechanisms in place to review these commitments and improve on work practices.

**What do we mean by disability?**

Under the [Equality Act 2010](http://www.legislation.gov.uk/ukpga/2010/15/section/6), you are disabled if you have a physical or mental impairment that has a ‘substantial’ and ‘long-term’ negative effect on your ability to do normal daily activities. Further information can be found on [Legislation.gov.uk](http://www.legislation.gov.uk/ukpga/2010/15/section/6)

**Recruitment implications for applicants**

We offer our assurance that, should you met the minimum criteria; you will be shortlisted for the post and given an opportunity to demonstrate your abilities at interview. Do ensure you look carefully at the person specification and demonstrate how you meet the criteria when applying.

Please make sure you have completed the relevant section of the Application Form so that we are made aware that you have a disability.

If you are required to undertake an assessment/test as part of the selection process, this information will be included in the Person Specification. The University will make reasonable adjustments if required and liaise with you in terms of the level of adjustment necessary.

June 2014