



# Disabled Persons Policy

## Disabled Persons Including Temporarily Disabled

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*Organisations should include this section in their policy's arrangements section if they currently employ disabled persons but may like to include this anyway to account for future changes in the workforce and to cover the possibility of a temporary disability.*

*Note that this section is not intended to cover the Disability Discrimination Act requirements and separate specialist advice may be required in this area.*

*Alter and add to this as necessary to reflect the controls in place within your business.*

### Disabled Persons Including Temporarily Disabled

Where we employ persons with disabilities, or where existing employees become disabled, we ensure that the workplace is adapted for their needs including arrangements to ensure their health, safety and welfare.

In the case of temporary disability such as a broken limb, it may be necessary to exclude the individual from our workplace if adaptations are not reasonably practicable in the short timescales involved. When individuals have been issued with a medical certificate by a doctor, they are not permitted to work unless either the date to which they have been signed as unfit to work has been reached or, if the medical certificate indicates they may be fit to work subject to conditions, that those conditions have been assessed and relevant changes have been made to meet them if necessary using occupational health advice.

We ensure that the needs of disabled staff are taken account of within risk assessments and if necessary, undertake an individual risk assessment for the work of the particular employee, taking into account their abilities and disabilities.

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The risk assessment covers not only the risks to the individual but also any additional risks which may be created if the individual is unable to assist in anticipated emergency situations such as

\_\_\_\_\_ [*eg responding to staff panic alarm, cardiac alarm*].

*Include this sentence only if it is of particular relevance to the work situation.*

We also develop a personal emergency evacuation plan (PEEP) to cover

\_\_\_\_\_ [*include this if there are mobility problems or other issues which would inhibit escape and list the types of emergencies which could arise eg fire, bomb threat, chemical leak*].

Relevant risk assessments [and the PEEP] will be reviewed at frequencies which take account of any change in the persons health condition.

*Note that the risk control measures listed are based on legal requirements and these or similar arrangements should therefore be included within the Arrangements section of your policy if the section is applicable. See further information in the Barbour Workers with Particular Legal Implications Guide or HSE sources.*

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