

# Sample Neurodivergent Inclusion Policy

This policy outlines our commitment to providing a workplace that embraces neurodiversity and challenges neuronormativity. Our workplace is dedicated to creating an inclusive environment for neurodivergent people where neurodivergent people feel welcome, accepted and supported.

## Acceptance and Safety

- a. This workplace is committed to creating a neurodiversity inclusive workplace for neurodivergent employees where their needs and differences are acknowledged, accepted and supported.
- b. Neurodivergent individuals will be treated with respect and autonomy and their needs, differences, strengths and skills will be valued and respected.
- c. This workplace is committed to creating a workplace culture that considers the safety of neurodivergent individuals and prohibits any discrimination based on race, ethnicity, gender, religion, age, sexuality, disability or neurodivergence.

## Sensitivity and Awareness

- a. This workplace will provide regular training and workshops for all employees and leaders to promote awareness and understanding of neurodivergence.
- b. Managers and team leaders will receive regular training on neuroinclusive hiring and recruitment practices as well as how to manage, support, supervise and communicate with neurodivergent individuals.
- c. Workplace policies and guidelines will be regularly reviewed and updated by neurodivergent individuals to ensure they align with Neurodiversity Inclusion.

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d. Staff will commit to identifying and challenging neuronormative beliefs, attitudes and expectations both at a personal and organisational level.

## Communication

a. The company will accommodate different communication methods, styles and preferences as well as non-speaking Autistic individuals.

b. Information and instructions will be given in multiple formats and will be clear and concise.

c. Feedback and performance evaluations will be delivered in a way that suits the individuals preferences around receiving communication and feedback.

## Confidentiality and Privacy

a. Neurodivergent employees have the right to keep information about their neurodivergence private or discuss their neurodivergence openly.

b. Each neurodivergent employee gets to decide when, where, who with and how much they share about their neurodivergence.

c. The privacy of neurodivergent individuals will be respected and their neurodivergent identity will remain remain confidential unless disclosed voluntarily and personally.

## Employee Leave of Absence

Our workplace provides paid leave to support neurodivergent individuals who are experiencing burnout, psychosis, mania, grief, depression, experiences of crisis, et. al.

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## **Discrimination and Harassment**

- a. Our workplace is committed to creating a safe work environment for neurodivergent employees. Any incident of discrimination or harassment will be given immediate attention and action.
- b. Effective action includes, but is not limited to, investigating the incident, taking appropriate corrective action and providing employees with suitable resources and/or training.

## **Accommodations**

- a. Our workplace is committed to creating an environment which encourages and supports employees to request adjustments or accommodations if required.
- b. Requests for accommodations and adjustments do not require a formal diagnosis.

## **Flexible Working**

- a. All neurodivergent employees will have access to flexible working arrangements or alternative work arrangements. For example, a change in hours or days, working from home, flexible end times and start times.

## **Dress Codes**

- a. Our workplace does not enforce a dress code that restricts, punishes or controls neurodivergent's people clothing or appearance.
- b. Neurodivergent employees have a right to dress in a manner that honours and accommodates their sensory needs, comfort, authenticity and expression.