

**Neurodiversity Policy**

**Commitment to Diversity and Inclusion**

At **CS Utility Contractors (CSU) Ltd**, we are dedicated to fostering a workplace culture that celebrates **diversity and inclusion**. We uphold values of **respect, cooperation, and integrity**, ensuring every employee is treated with **dignity**.

We take proactive steps to address **discrimination, inequality, and unfair treatment**, whether intentional or unintentional, direct or indirect. Our goal is to provide equal access to opportunities and eliminate barriers to inclusion, as detailed in our **Equality, Diversity, and Inclusion (EDI) policy**, which complements this document.

**Understanding Neurodiversity**

**Neurodiversity** refers to the natural variations in how individuals think, process information, and learn. It encompasses conditions such as **dyslexia, dyspraxia, autism, Attention Deficit Disorders (ADD/ADHD), Tourette syndrome**, and others.

These conditions exist on a **spectrum**, meaning individuals experience them in diverse ways. **Approximately 15% of the UK population** is neurodivergent, affecting cognitive functions such as **attention, executive functioning, sensory processing, learning, sociability, and mood**.

As workplaces are often designed for **neurotypical individuals**, neurodivergent employees may encounter unique challenges. Their experiences and needs may change over time, and many individuals may exhibit characteristics of multiple neurodivergent conditions.

Neurodivergence is **not an illness**—it cannot be altered, but with the right **support and adjustments**, individuals can develop effective strategies to manage their needs. For example, they may use alarms for reminders or wear noise-canceling headphones to reduce sensory overload.

Crucially, **neurodivergence is often invisible**, meaning its challenges can go unnoticed. Additionally, neurodivergent individuals may experience coexisting conditions such as **anxiety and depression**, sometimes due to societal or workplace expectations.

**Supporting Neurodivergent Employees**

Managers play a vital role in creating an inclusive environment where neurodivergent employees feel **safe, empowered, and supported**. Consider the following best practices:

**Do’s – How Managers Can Provide Support**

* Hold **private and confidential** discussions with employees about their support needs.
* Develop an awareness of neurodiversity and its different forms.
* Understand how neurodivergence affects individuals in the workplace.
* Ensure **clear communication** at all times.
* Be **approachable**, encouraging employees to ask questions or discuss challenges.
* Build positive relationships by **getting to know employees**.
* Treat each employee as an **individual**, recognizing their unique needs.
* Maintain a **safe and open work culture** where employees feel comfortable sharing concerns.
* Monitor workloads to prevent excessive **stress or unrealistic time pressures**.
* Conduct **regular one-on-one meetings** to track progress and discuss challenges.
* Continuously reflect on **ways to improve support and collaboration**.

These practices benefit all employees but are especially crucial for neurodivergent team members, helping identify concerns early and creating a workplace rooted in **openness, respect, and understanding**.

**Don’ts – What Managers Should Avoid**

* **Do not assume** an employee is neurodivergent.
* **Do not diagnose** an employee with neurodivergence.
* **Do not make assumptions** about how a person’s condition affects them—it varies for each individual.
* **Do not expect** a neurodivergent individual to change their condition.

If performance or behavioral concerns arise, **allow employees to explain potential factors** before escalating the issue. Managers are not expected to be neurodiversity experts but should seek relevant information from **trusted sources** and learn from employees about their specific needs.

**Further Support and Resources**

For additional guidance on neurodiversity, the following organizations provide valuable support:

* **British Dyslexia Association** – Raises awareness and offers resources for neurodivergent individuals and professionals.
* **The Dyslexia Association** – Provides support for children and adults with dyslexia.
* **Remploy** – Offers employment services and workplace tools for disabled individuals.
* **Dyslexia Action UK** – Supports individuals with **dyscalculia**, as well as dyslexia.
* **The Dyspraxia Foundation** – Provides resources for those affected by **dyspraxia**.
* **The National Autistic Society** – Offers guidance and support for individuals with **autism**.
* **Access to Work** – A publicly funded program to help disabled individuals start or remain in employment.

This Policy has been reviewed and approved by:

Chris Stevenson

Managing Director

CS Utility Contractors Ltd

Amended/Effective From: 16/06/2025

Reviewed Annually (Next June 2026)