



guidance for colleagues

a quick-reference resource

a guide for colleagues

the neuroinclusive colleague

Embracing neuroinclusion as a colleague can significantly benefit both individuals and the team. By **cultivating an environment** where diverse perspectives are not just tolerated but **actively supported, welcomed, and understood** we unlock a wealth of innovative ideas and problem-solving approaches.

Neuroinclusive colleagues foster a culture of collaboration and mutual respect, where everyone's **strengths are utilised** to their fullest potential. By supporting to bring the best out in people, we don't just lead to **better team dynamics** and productivity; it also enhances full team satisfaction and ultimately contributes to a **positive reputation** for the entire team.



key terms:

Disclosure:

A colleague tells you they are neurodivergent.

Neurodiversity:

The concept that neurological differences, such as autism, ADHD, and dyslexia, should be recognised and respected as natural variations of the human brain.

Neuro-inclusion:

The practice of actively including and accommodating individuals with diverse neurological characteristics in all aspects of society.

Neurodivergent:

Refers to individuals whose neurological development and functioning differ from the perceived norm, often associated with conditions such as autism, ADHD, dyslexia, etc.

Reasonable adjustments:

Modifications or accommodations made to support individuals with disabilities or differences, ensuring they can access opportunities and participate fully in various activities.

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how should you respond to disclosure?

- Approach the conversation with **active listening** and **empathy**, avoiding assumptions or stereotypes.
- Respect their **privacy and confidentiality** regarding their neurodivergence. Do not disclose this information to anyone else, including your manager.
- Ask if they are aware of neuroinclusion services and suggest them in connecting with appropriate neuro-inclusion services, such as a manager or neuro-inclusion ambassador.
- Acknowledge and **appreciate their contributions** and strengths within the team.
- Actively raise the desire for **team training** in neuroinclusion and neurodiversity with your manager.



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Working as a team in harmony

When working with a neurodivergent colleague, there are a few things you can do to bring out the best to highlight their strengths:

- Discuss their **preferred communication** styles openly, such as verbal, written, or visual communication.
- **Be flexible** in adapting communication approaches, like using email instead of phone calls, if preferred.
- Collaborate to **create a sensory-friendly workspace** by adjusting lighting, temperature, or seating arrangements.
- Provide various opportunities for **social interaction**, such as team lunches, coffee breaks, or virtual hangouts.
- **Celebrate each person's unique strengths** and perspectives by recognising their contributions and achievements.

How to access support:

- **Human Resources (HR) Department:** Colleagues can reach out to HR for information on accommodations, training, and resources related to working with neurodivergent individuals.
- **Employee Assistance Programs (EAPs):** Many companies offer EAPs that provide counseling and support services for employees. Colleagues can utilise EAPs to seek guidance on effectively interacting with neurodivergent colleagues and addressing any challenges that may arise.
- **Online Resources and Forums:** There are numerous online resources, forums, and communities where colleagues can learn about neurodiversity and share experiences and best practices for working with neurodivergent individuals.

auticon is a social enterprise with the mission to **address the inequalities** in employment for **neurodivergent** adults.

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