

OUR HEALTH, SAFEGUARDING & INCLUSION FORM



HEALTH, WELFARE & DISABILITY SERVICE

We collect information about our staff's health needs and/or disabilities through our **Health, Safeguarding & Inclusion form (HS&I Form)**. The HS&I Form is part of the 'essential information' we ask you to complete after a job offer, and includes questions related to your **health, inclusion needs** and **DBS**.

If you have told us about a health issue, disability or inclusion need, the following will happen:

- We will **check** to see if you require any **reasonable adjustments** in order to do your role (whether you have requested them or not).
- Your local Staffing team or the Health, Welfare & Disability Manager will **agree** on the reasonable adjustments and **keep you informed**.
- **Only the relevant people** who need to make the adjustments will be told about your health issue, disability or inclusion needs.

DISCLOSURE

Reasonable adjustments involve us **adapting** your role or the NCS programme, or providing **specific equipment** in order to remove any barriers that stop you **fully participating** in your role due to a disability. Types of reasonable adjustment vary and will depend on your **individual needs** - it can be as simple as providing **reading overlays** for dyslexic staff to providing more regular **check-ins** with a line manager for staff with mental health needs. To find out more about the reasonable adjustments we can arrange for you, read our '[Pre-Employment Reasonable Adjustments' guide](#).

REASONABLE ADJUSTMENTS

There are many **health needs** that arise from a pregnancy that we may need to make adjustments for. This can include additional **personal breaks** and **exemption** from certain activities. In disclosing your pregnancy, **we will not stop you from working** on the NCS programme - we are only concerned with providing support to ensure your safety and comfort during your role.

PREGNANCY

We don't ask any questions about your religion or faith in the HS&I Form. If you require time and space for **prayers**, or can only work specific wave dates because of **religious observation**, you should speak to your Staffing Associate to see what is possible. For example, if you are, or will be, observing **Ramadan** you should let us know when you start working so that we can make **adjustments to your schedule** (e.g. to the amount of physical activity, or time spent outside in particularly hot weather).

RELIGION



POWERED BY



CONTACT

If you have any **questions** about our HS&I Form, or feel **uncomfortable** with answering any of these questions, it's better to contact us and talk about it - please email hwd@the-challenge.org or talk to your Staffing Associate to request a call from the **Health, Welfare & Disability Manager**.

WHY DISCLOSE?

Most people won't need any reasonable adjustments - however, it's still important to let us know about a health issue or disability because:

- ✓ **Physical activities, high-energy programme:** there are a number of physical activities on the programme, particularly in the first week. The programme can be tiring, and we need to know about any health or disability issues that may need additional support to account for this.
- ✓ **We know our roles & the NCS programme inside out:** we have an in-depth understanding of each role and what is required from seasonal staff. This means we might identify a barrier in your HS&I Form which you hadn't thought of, and will be able to provide support for this.
- ✓ **Things happen, circumstances change:** sometimes people tell us they don't need any reasonable adjustments, but this changes later in the role. Coping mechanisms and strategies for a health issue or disability can break down or be less effective than expected. It's better for us to know about a health issue or disability in advance so that we can help you think about this.