

FACTSHEET FOR EMPLOYEES

MANY PEOPLE WITH TS HAVE SUCCESSFUL CAREERS AND CAN SUSTAIN EMPLOYMENT. HOWEVER, FOR SOME PEOPLE WITH TS, EMPLOYMENT MAY BE AN ISSUE AS SYMPTOMS CAN MAKE IT DIFFICULT TO WORK REGULAR HOURS OR IN YOUR PREFERRED FIELD.

Sometimes it is necessary for an employer to know if their employee has TS, so that practical solutions can be created in the workplace to support the employee.

We have put some information together that looks at:

Steps to employment

Choosing careers, job finding, interviews

Disclosing your condition to your employer

When is it appropriate to tell your employer you have TS, telling your colleagues

Managing stress at work

Self-help tools to help manage stress

Responsibility of the employer

Employer's duty to disabled workers, reasonable adjustments

Discrimination in the workplace

What to do if you feel you have been discriminated against at work, bullying

Other types of employment options for people with TS

Social firms, self-employment

Useful organisations and resources

STEPS TO EMPLOYMENT

Career choice

Choosing a career may be something you do straight out of school, college, or university; it may be the result of taking stock of what you are doing in your 40's and deciding you need a change; or be caused by redundancy. Whatever the cause, it can involve thinking about a wholly new career path. Careers guidance can be helpful. This involves asking questions like: What do you like? What can you do? What sort of environment is best for you?

Your skills and attributes

Neurodiversity refers to differences in people's skills and abilities and encompasses a range of conditions including Tourette Syndrome. Neurodiverse individuals often bring unique strengths to team working, from quick and innovative thinking to a creative, compassionate, and empathic viewpoint. It's good to be aware of how your skills and attributes can add value to your place of work, you may find some things come easy to you and other things are a bit more tricky or harder to deal with. For example, it is shown that people with TS show an ability to 'hyper-focus', but many may find auditory processing difficult.

We find that those with TS, and indeed other ND conditions, approach problems from a different angle and often come up with innovative solutions by challenging the norms, very often questioning why things are done in a certain way and seeking to improve processes, thus

proving to be an invaluable asset to any team. Think carefully about your skills and how they can bring positives to the workplace.

Job finding

Finding a new job is not always easy, however, **your local job centre** should be able to provide details of many organisations which can help with CV writing and interview skills.

Interviews

Interviews can be stressful for everyone. The anxiety that interviews can cause may aggravate tics and make you even more stressed. However, they are an opportunity to show a prospective employer how good you are, and to find out if this is an organisation that you want to work for.

Remember: if you have got as far as the interview, the employer thinks you can do the job. Your task now is to show that you will do it better than the other candidates.

Some people feel more comfortable keeping their TS to themselves at interview. If you do say that you have TS, present it as positively as you can. It may well be that TS is a help rather than a hindrance to getting a job. For example, if you want to work for a charity or as a teaching assistant, your first-hand knowledge and insight into TS, and living with a disability, will be a great asset.

In preparation for your interview, think of some examples of how your TS is a positive attribute in relation to the role you are applying for, think about whether or not you will be suppressing tics and what affect that will have on you. For example, will it be harder to concentrate if you are suppressing? The employer can only ask you questions about your TS if it is likely that having TS is going to affect your ability to do that job.

Sometimes stress can make tics worse, so try to be as well-prepared as you can. Practising your response to commonly asked interview questions and finding out as much as you can about your prospective employer may help you to feel more confident and, therefore, more relaxed.

If you have disclosed your condition on your application form, or at the start of the interview, you could negotiate with the interviewer a time out if you feel your symptoms become an issue for you. If anything, this demonstrates a high level of responsibility and self-management.

DISCLOSING YOUR CONDITION TO YOUR EMPLOYER

It is not a legal requirement to tell your employer of your condition. This decision is to be made at your own discretion and will depend on the severity of your TS and how it impacts your life, and more importantly, your ability to work in a specific role. You can let your employer know about your condition at the following stages:

- on an application form or CV
- before or at an interview
- when you have been offered a job
- when you start a job
- later, when you are in work

If you feel that your TS may impact on your ability to carry out a job, then it is recommended that you disclose it on the application form. If you feel you might need some extra support to do the job, then the same advice would apply.

Disclosure doesn't have to mean saying what you can't do. Instead, pick out what it is about your disability that makes you better at the job or makes you a better employee. For example, are you more motivated to do the job, or do you really want to prove wrong the people who say you can't do the job? You might argue, if the job involves working with the public, that your own experiences make it easier to empathise with others. OCD might work in your favour when a job involves attention to detail. Disability can be empowering in many ways.

Disclosing your condition with colleagues

It may be necessary to raise awareness of your disability with colleagues, for example, to explain why you are being treated differently from them. The disability may not affect how you do the job but may affect other people's perceptions of you.

Considerations about disclosing your condition

If you don't think your TS would impact on your job and are not specifically asked if you have a health condition, then you may not feel it is necessary to disclose this information to your employer. But this needs thinking through, as it all depends on the context. For example, diabetes does not affect the way someone does their job, so arguably it is not a disability and need not be disclosed. But that person might suffer hypoglycaemic shock and go into a coma. Looking at it from that perspective, disclosure is necessary.

You should not be tempted to lie about a disability. The lie is sufficient reason to dismiss someone. The cause for the dismissal would be the lie, not the disability. However, this can depend on the wording of the question. 'Do you have a disability?' is a very different question from 'Do you consider yourself to have a disability'?

If your employer is unaware that you have TS, but your condition begins to have a bigger effect on you, you can talk to your employer when the time feels right for you. It does not matter that you have not said anything up to this point, as it may not have been necessary for you to do so. You should not be discriminated against for disclosing your condition after securing employment.

This information was taken from the [UK government website](#).

If your TS does become more challenging and you feel like you're not coping, then it might be advisable to take some time off until your symptoms improve. For further advice on whether you'd qualify for Statutory Sick Pay (SSP) speak to your GP and visit [the GOV website](#).

Click here for further information and guidance on [Employment and the Equality Act 2010](#).

MANAGING STRESS AT WORK

Stress in the workplace affects many people, whether or not they have TS. Stress can be even more difficult to cope with if it makes your tics worse, as often happens. Here are some suggestions which might help you better manage stressful workdays:

- Take some deep breaths if you feel like everything is getting on top of you. Things will slow down for a few seconds, and hopefully you will get some perspective back
- Take regular breaks, even if this means standing up and walking around for a couple of minutes. A regular break schedule is something that you could discuss with your employer as a possible reasonable adjustment
- Exercising before or after work can help you to unwind and may help to release any excess energy resulting from suppressing tics
- Working in a quiet environment may help if loud noises set off your tics. Depending on where you work, this might be difficult, but it's worth asking people politely to talk more quietly, or to turn their music down. You might also think about discussing the use of a quieter

space with your employer

- If certain additives or stimulants make your tics worse, try cutting them out from your diet

Don't be afraid to speak to your employer about any stress you may be feeling. Your employer may have suggestions to help you and simply sharing your anxieties may help.

RESPONSIBILITY OF THE EMPLOYER

All employers have a duty not to treat disabled people unfavourably because of something connected with their disability. This goes beyond simply avoiding treating disabled people differently; the Equality Act requires employers to make reasonable adjustments in the work place to ensure that disabled people can access and progress in employment.

Reasonable adjustments

What is a reasonable step for an employer to take will depend on all the circumstances of each individual case, the Act does not specify any factors that should be considered.

Examples of steps it might be reasonable for employers to have to take depend on what your job entails, but may include:

- Assigning the disabled worker to a different place of work, additional training or arranging home working
- Altering the disabled worker's hours of work or training
- Making adjustments to premises

More examples of steps towards reasonable adjustments can be found in the [Equality and Human Rights Commission's: Guidance for Employers](#).

Let's say, as someone with TS, you have sensory issues which makes noisy open plan offices challenging to work in. A reasonable adjustment could be providing you with headphones to block out the noise or providing you with a space that is more private. Both employer and employee can suggest adjustments. If the help you need at work isn't covered by your employer making reasonable adjustments, you may be able to get help from a government funded scheme called **Access to Work**.

Access to Work offers support based on your needs, which can include coaching support, and possibly a grant to help cover the costs of practical support in the workplace. Details can be found [here](#).

You could also seek advice from a Disability Employment Advisor at your [local Job Centre](#).

DISCRIMINATION IN THE WORKPLACE

Legal rights

The law protects people who have a disability from being discriminated against in the workplace.

Discrimination can happen in the following circumstances:

- If at work an employee is treated less favourably because of their disability
- If the way things are done/practices in place put a disabled employee at a particular disadvantage
- An employer fails to make reasonable adjustments to reduce/prevent a disabled employee from being at a disadvantage
- If at work an employee is treated less favourably because of something arising in consequence of their disability
- If someone experiences harassment relating to their disability
- If an employee is treated less favourably as a result of asserting their legal rights

UK law stands for zero policy on discrimination in the workplace, with the Equality Act 2010 set up to protect employees if this instance occurs. If you believe you have been unlawfully discriminated against by your employer, or a worker employed by them or their agent, in a work situation there are three things you can do:

Complain informally to your employer

If you suffer disability discrimination at work, it is recommended that you raise an informal grievance with your employer to discuss and hopefully resolve any issues.

Formal grievance

If issues are still unresolved, then you may wish to raise a formal grievance. An employer should have a grievance policy in place which will set out the process that should be followed. However, [ACAS](#) also provides guidance.

Make a complaint to the Employment Tribunal

You may consider pursuing a claim for disability discrimination against your employer or a prospective employer at the Employment Tribunal.

In most cases, a claim must be brought within three months of the discrimination occurring.

You **must tell ACAS first** if you want to take your employer to the employment tribunal.

For further information and guidance visit the [Equality and Human Rights Commission website](#).

Bullying

Bullying in the workplace is often overlooked: many think that adults will have grown out of the behaviour to belittle or make others feel bad about themselves.

However, workplace bullying is much more common than you think, although many people fail to realise it. Often, even if a person knows they are being bullied, they will tell no-one because they feel ashamed or embarrassed that they are still being bullied at their age, or they fear it will lead to losing their job.

Still, bullying in the workplace is unacceptable, and you should not tolerate it if a colleague tries to intimidate or humiliate you.

The [Government website](#) gives useful definitions of bullying and advice on action that you could take against bullying in the workplace.

OTHER TYPES OF EMPLOYMENT OPTIONS FOR PEOPLE WITH TS

Social Firms

According to Social Firms UK, a Social Firm is 'a market-led enterprise set up specifically to create good quality jobs for people disadvantaged in the labour market.'

For further information on Social Firms visit www.socialfirms.co.uk.

Self-employment

While self-employment may not be for everyone, there are some benefits that could help people with TS. For example, people can work at their own pace, work the hours that best suit them, release tics when they need to, and might be able to delegate tasks that are difficult because of TS.

Anyone thinking about self-employment, with or without TS, must do their homework, and assess the market for their product or service, develop a viable business plan, set themselves targets to achieve, and raise the finance needed to get the business going.

RESOURCES

Useful organisations that can offer employment/career information and advice:

Access to Work

Offers support based on your needs, which can include coaching support, and possibly a grant to help cover the costs of practical support in the workplace.

www.gov.uk/access-to-work

Genius Within

Genius Within are experts in helping neurodiverse individuals build confidence, offering practical, empowering support to help you achieve your career potential.

geniuswithin.org/individuals/looking-for-work

The Brain Charity

Offer employment support and support to finding employment for people with neurological conditions:

www.thebraincharity.org.uk

Jobcentre Plus

Part of the Department for Work and Pensions and can offer help and advice on job hunting and advice on making benefit claim. To find information on your local office visit the government website:

www.gov.uk/contact-jobcentre-plus

The Shaw Trust

A national charity which supports disabled and disadvantaged people to prepare for work, find jobs and live more independently:

www.shaw-trust.org.uk

For further information and guidance on discrimination in the workplace:

The Equality Advisory Support Service (ESSA)

Gives information and advice about discrimination and human rights.

www.gov.uk/equality-advisory-support-service

Phone: 0808 800 0082

The Advisory, Conciliation and Arbitration Service (ACAS) Helpline

This is the place to go for both employers and employees who are involved in an employment dispute or are seeking information on employment rights and rules. The Helpline provides clear, confidential, independent, and impartial advice to assist the caller in resolving issues in the workplace.

www.acas.org.uk

Helpline: 0300 123 1100

Gov.co.uk

Offers information on formal procedures, and help and advice on solving work place disputes.

www.gov.uk/solve-workplace-dispute