

Reasonable Adjustments for Staff

These are physical features that put disabled employees at a disadvantage. These adjustments may include:

- 1) Widening doorways to allow a wheelchair to pass through easily.
- 2) Replacing stairs with ramps.
- 3) Relocating the light switches and door handles to level that considers people who have difficulty in reaching.
- 4) Putting in place audio-visual alarms
- 5) Providing accessible toilet facilities for disabled employees.
- 6) The University to consider purchasing a **Friendly Disability Bus** which would serve both staff and students with disabilities.

Alterations or reasonable adjustment steps are made to allow an employee with a disability to work easily and access the place such as:

- 1) Transferring a wheelchair user's workstation from an inaccessible upper floor to the ground floor.
- 2) Allowing a disabled job applicant to be interviewed in an accessible room.
- 3) Providing specially modified equipment, such as a special keyboard adapted for someone who has arthritis, or a telephone adapted for someone with a hearing impairment.