



Flock Access Rider Template

This access rider has been created to make working with each other as easy and comfortable as possible. It is entirely voluntary.

This form can be used for any circumstances, it's not limited to people who consider themselves to have a disability or neurodiversity. Everyone has different needs and requirements to aid them work, and we want to make sure we understand your circumstances.

This information will only be shared with your project lead and the Flock Safeguarding Director. At the end you will be able to say who it can or cannot be shared with as well.

You do not have to disclose any information you don't wish to, and we do not require any personal or medical information in order to consider your access needs.

Please let us know if you would like to provide this information another way, for example in conversation with someone or as a voice memo/ video.

Name:

Pronouns:

Contact for PA or support worker, if appropriate:

Emergency contact name and number:

Tell us a bit about yourself generally. The kind of working environments you thrive in and anything you'd like us to know in regards to access.

Communication - type of communication (email, phone, in person, by phone). Large format text, coloured backgrounds, english as a second language.

Times you are available/ not available. Do you need time to respond? or reminders?

Language - any specific terminology you'd like us to use or avoid

Time and Availability

Are there any restrictions to how long or how much you can work?

Considerations; health conditions, childcare or care responsibilities, limits set by benefits or other commitments.

Support

Will you be accompanied by a personal assistant? Tell us a bit more about their role and how we can help them

Do you need an access worker, assistant, interpreter or any other support for meetings, workshops or other activities?

Environment

Please tell us about your needs at venues and locations, i.e if you need lift access, specific toilet requirements, need a seat, extra space, a quiet area to rest

Do you require any sensory or environmental adjustments, for example low light, quiet environments

Do you have any specific travel accommodation needs?

Other

Some people might experience flare ups, or moments of emotional or physical difficulty as part of their circumstances that might affect their ability to work with us or communicate effectively.

Are there specific symptoms or behaviors you would like us to be aware of or look out for?

How would you like us to respond in these instances? (for example, ignore them, give me space, talk to me about it, contact someone specific)

Are there any triggers or situations you need to avoid?

Is there anything else you'd like us to know?

Sharing this information:

I am happy for this information to be shared with:

Other Flock associates working on this project

- yes
- no
- keep me anonymous
- ask me first

Flock Directors in order to seek advice or support

- yes
- no
- keep me anonymous
- ask me first

Other people working on this project

- yes
- no
- keep me anonymous
- ask me first

We will do our very best to work with this rider, but sometimes practical circumstances and resources might create barriers, especially if we are working with partners/people external to Flock. We will always talk you through this.