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| **Special Educational Needs**  XX has a diagnosis of Autism.  XX has an EHCP – However a new employer is unable to claim this as his previous employer will have.  **Access to Work**  This can be used to access funding for support in the work the place or staff awareness training, for example, Autism Training | | **Apprenticeship:** |
| **Ideal work locations:**  XX lives in …. He is able to travel to the following areas; | | |
| **Strengths**   * XX has high expectations and will work hard to ensure he achieves the best results. * When XX is completing tasks, he is really focused and will not engage in “chit chat” with other colleagues. * XX likes to keep busy in work – XX likes to work in a fast-paced environment. * XX likes to work independently on tasks, he can also work in a team if the job requires this. * XX can engage with others through communication, XX is articulate and able to converse with his colleagues and customers. * XX likes interviews and feels he can represent himself to a high standard. * Good timekeeper. * Reliable. * Trustworthy. * XX has experience of taking payments and using the card machine at his previous employer. | **Difficulties**   * XX struggles with unexpected and imposed changes. * XX doesn’t like to get things wrong and can become frustrated when he gets things wrong. XX may need to take 5 minutes away from the situation to reflect on what has happened. This could be built in as a reasonable adjustment. * XX at times can struggle with communication: - * Sometimes XX will struggle to understand what someone is asking him to do or what someone is talking about. * XX doesn’t really enjoy a customer facing role. However, he did do some of this at First for Tyres. If given the correct training XX would be willing to do this. | |
| **Strategies**   * XX works well with structure and routine. * He responds well to reassurance.   **Communication**:   * Explain to XX why certain tasks need to be completed in certain ways. XX may have completed the tasks previously a different way, so he will assume this is the way he can complete the task. * XX will not always understand jokes or sarcasm. Try to explain these to XX. * Use clear and direct language. * Changes – It is best to try and talk to XX about any changes that may occur e,g, If his rota was due to change, the employer should inform XX of this a few days before the change instead of on the day. | **Additional Strategies**   * XX would like to work for an employer where the team is supportive. * XX learns well from being shown how to complete a task. Once XX has practiced a task a few times he is independent in that task. | |