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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.
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| **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.
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