

## 'Two Ticks' – What does it mean?

### Disability

The term disability is defined in the Equality Act 2010, as a physical or mental impairment which has a substantial and long-term effect (that has lasted or is likely to last for a period of 12 months or more) on the ability to carry out normal day-to-day activities.

### Disabled Applicants

Usually only the highest scoring applicants progress to the next stage of the recruitment process, which could be an assessment or an interview.

However, any disabled applicant who applies under the Guaranteed Interview Scheme (GIS) and who meets the **essential** criteria for the role will be invited to the next stage of the selection process.

### Your application

If you are applying via the GIS scheme, you must demonstrate that you meet all the essential criteria listed in the Person Specification (or if a senior management role 'Section 5' of the management Job Description). These may include:

- Education, training & qualifications
- Knowledge & experience
- Skills and ability

And on some occasions:

- Personal characteristics or special requirements

You should use real examples to demonstrate how you meet each criteria. Failure to do this will mean your application will not progress to the next stage.

A false declaration of a disability under the GIS in order to progress to the next recruitment selection stage, which results in employment, may invalidate your contract of employment.

Where a disability is declared, we will make all reasonable adjustments to accommodate your needs at each stage of the recruitment process.

