



Disclosing your disability at work

A guide for young
people with disability



What is covered in this fact sheet?

- What does disclosing disability mean?
- Do you have to disclose your disability?
- What information should you share?
- Where to go to get support

Disclosing your disability

Knowing how, when or if you should tell your employer about your disability can be hard. There are many benefits to disclosing your disability. It can help your employer and coworkers better understand you, and make your workplace more inclusive and accessible.



What does it mean to disclose your disability?

When you disclose your disability, you are telling your employer about your disability.



Disclosing your disability creates an opportunity for your employer to become more inclusive and accessible. This can contribute to a more productive workplace and work culture.

When you might disclose your disability:



during the job application process



during a job interview



after an offer of employment



any time during your employment



if you acquire a disability or you are diagnosed after your employment starts

Do you have to disclose your disability?

You are not legally obligated to disclose your disability unless it might affect your capacity to properly do your job.



For example, if you use a screen reader and need information in a format like a Word document, or if you need captions or an Auslan interpreter in online meetings.



What information should you share?

The information you share is entirely up to you. You do not have to tell anyone what your diagnosis is or what type of disability you have. What you share about your disability, and who you share it with, is entirely up to you.

Think about the reason you are disclosing your disability. This can help you decide how much or what type of information you share.



Reasons why you might disclose your disability:

- it is relevant to the job you are applying for (for example, work in the social sector or a disability identified role)
- you need adjustments in the workplace so that you can do your job
- you have acquired a disability, or you have been diagnosed during your employment, and it may affect the current way you work
- to feel comfortable and safe so that you do not need to hide your disability (for example, so that you do not need to mask)
- it is important to you to be open about your disability and how you identify



If you choose to disclose your disability, you might share the following information:

- that you have a disability
- your access needs (for example, a screen reader or accessible parking)
- your type of disability (sensory, intellectual, physical, psychosocial or others)
- your specific diagnosis



Reasons why you might not disclose your disability:

- you aren't sure if your employer is inclusive of people with disability
- you aren't sure if disclosing your disability will affect your chance of getting a job or keeping your current job
- you aren't sure if your employer will agree to make reasonable adjustments based on your access needs
- you would like to keep your disability private

To better understand reasonable adjustments, [check out our reasonable adjustments resource](#).

If you can prove these adjustments are reasonable, it is illegal for your employer to refuse to make them.

When should you disclose your disability?



You can choose to disclose your disability at any time. This might be when you apply for a job, during an interview, once you have been offered a job or when you are already employed.

If you choose to disclose your disability during the job application process, you can do so in your resumé or cover letter. This can be helpful if your disability is relevant to the job you are applying for.

If your workplace isn't accessible for you, your employer may be required by law to make adjustments. You can talk to your employer about these adjustments and still choose not to disclose your disability. It is entirely your choice.



Who should you tell?

You can disclose your disability to your manager, a member of the human resources (HR) team, a trusted coworker, or someone else. Your employer cannot share or disclose your disability to anyone else without your permission.

Where to go to get support



You can talk to a friend, family member or coworker who you trust. You may also talk to a union representative, or a service provider.

If you are unsure about disclosing your disability, it can be helpful to talk to someone about the pros and cons, what your rights are and what your next steps might be.

Helpful links

Here are some helpful links to learn more about disclosing your disability and your rights in the workplace.

[Disclosing a disability to an employer | myfuture](#)

[Should I disclose my disability to an employer? | The Field](#)

[Sharing your disability information | NSW Public Service Commission](#)

[Jobseeker Toolkit | Australian Disability Network](#)

[Organisations registered under Fair Work](#)

[Find legal help | Community Legal Centres](#)



Disclaimer

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