

Embrace Access

**DREAM**  
Employment  
Network



Children and Young People  
with Disability Australia

# Disclosing disability



Easy Read

# About this book



This book is about **disclosing** disability.



**Disclosing** means you tell your employer that you have a disability.



This book is about

- when to disclose



- what to disclose



- where to get support.

# Disclosing disability



Disclosing disability can be good for

- you



- your employer



- the organisation or workplace.



Disclosing disability

- helps everyone understand your disability



- helps your organisation be more inclusive.



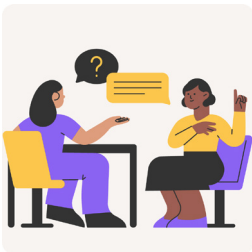
# When to disclose?

You can disclose your disability **any time**.



For example

- in your resume or cover letter



- in the job interview



- after you get the job



- any time while you are in the job



- if you get a new disability when you are in a job.

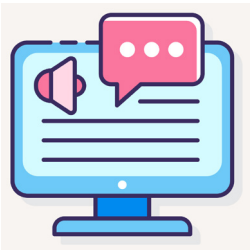
# Do you have to disclose?



The law says you **must** disclose your disability if it will stop you from doing your job properly.



For example, a blind person must explain their need for a **screen reader program** to read work emails.



A screen reader program reads computer text out loud to help people with vision impairment to read.

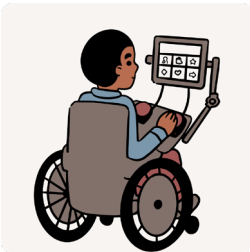
# What to disclose?



You do **not** have to tell your employer your diagnosis or the type of disability you have.



You might share how disability impacts you. For example, disability that impacts movement.



You might share information about your access needs. For example, use of a speech device.



You might share your diagnosis. For example, Cerebral Palsy or Autism Spectrum Disorder.

# What to disclose?



You might just say you have a disability and choose **not** to share more details.



It is **up to you** what you share.



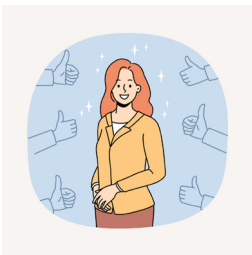
# Reasons to disclose

You might disclose for many reasons.

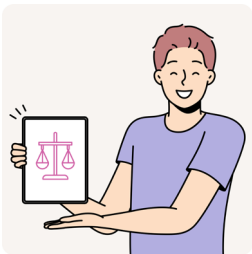
For example



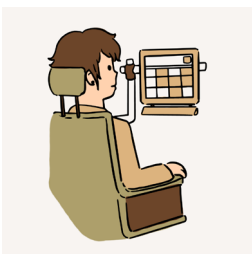
- if your disability makes you a great fit for a certain job



- if you feel safe to share



- if your values include being open about your lived experience



- if you need accommodations. For example, eye gaze technology to use a computer mouse.





# Reasons **not** to disclose



You might **not** disclose

- if you think your employer is **not** inclusive



- if you are **not** sure if your employer will agree to the accommodations you need



- if you think telling your employer about your disability might make it harder to get the job



- if you want to keep your disability private.

# Who can you tell?

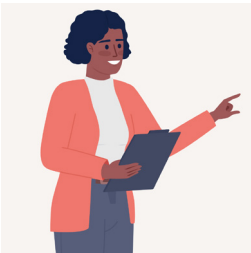


You can tell anyone you want about your disability.



You might talk about your disability with

- your manager



- the Human Resources person or **HR person**



- another worker at the organisation



- someone else on the team you trust.

# Get support



It can be hard to disclose disability to employers.



You might get help from

- family or friends



- someone else on the team you trust.



- a service provider



- a **union representative**. A union representative stands up for the needs of employees.



# Helpful websites

1. <https://myfuture.edu.au/career-articles/details/disclosing-a-disability-to-an-employer>
2. <https://www.psc.nsw.gov.au/culture-and-inclusion/disability-employment/support-for-employees-with-disability/sharing-your-disability-information>
3. <https://blog.thefield.jobs/should-i-disclose-my-disability-to-employers>
4. <https://and.org.au/students-jobseekers/jobseeker-toolkit>
5. <https://www.fwc.gov.au/registered-organisations/find-registered-organisation>
6. <https://clcs.org.au/legal-help>



## More information



## Email CYDA

[YouthactionTeam@cyda.org.au](mailto:YouthactionTeam@cyda.org.au)



## Call CYDA

0423 833 523



## Services to help you call us



If English is **not** your first language

Call **TIS** or the Translating and Interpreting Service

131 450



If you have communication disability

Call the **NRS** or National Relay Service

1800 555 660



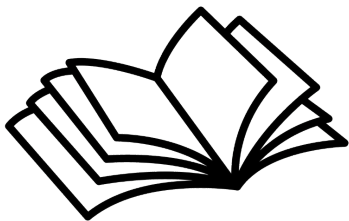
If you use TTY or teletypewriters

Call the **NRS** or National Relay Service

1800 555 677



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## Easy Read

CYDA's DREAM resources have been created to provide general information to employers and young people with disability who may be seeking employment. The content has been informed by a co-design process with employers and young people with disability. Funding for the project was provided by the Australian Government's Department of Social Services, as part of a Disability Youth Leadership Grant.

This fact sheet was current as of June 2024 and may not contain the most recent information and updates. Information is provided as a general guide and should not be considered legal or professional advice.

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