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Ipswich & District CAB: 01473 298 633 or

ISCRE: 01473 408 111

Quoting '3Ds Project'

The 3Ds

Disability + Disadvantage = Duty

Ipswich and District Citizens Advice Bureau

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Charity Registration No. 1064862



Ipswich & Suffolk Council for Racial Equality

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Long Term Sick or Disabled?

Signing On for JSA?

What you need to know before signing a Jobseeker's Agreement.

The 3Ds is a joint initiative between ISCRE and Ipswich & District CAB.

With thanks to the Suffolk Foundation & the Vineyard Church for their generous funding.



Please contact us if you require this leaflet in another format

Signing a Jobseeker's Agreement (JA) or Claimant Commitment (CC) means you are agreeing to take certain actions to look for work. If you fail to do so, the Jobcentre Plus may stop your benefits – this is called being sanctioned. To prevent this happening, it is important to tell your adviser at Jobcentre Plus whether your long term illness or disability causes you difficulties in looking for work. For example; this might include getting to appointments, spending long hours on jobseeking activities or doing certain kinds of jobs.

If you do have difficulties in looking for work, or the signing on process, you should ask for them to be written down in your JA or CC. In providing its services, the Jobcentre Plus has a legal duty to help disabled people overcome difficulties that are not faced by people who are not disabled.

This is known as the duty to make “**reasonable adjustments**”.

Examples of Reasonable Adjustments that you could ask for, if you need them because of your disability, include:

- Altering the time of your signing on appointment
- Reducing the frequency of signing on
- Help with completing forms
- Help with using a computer
- Reducing the number of job applications you need to make
- Changing the type or location of work
- Help with referral to a disability employment adviser
- Not referring you to Workfare*
- Referring you to the Access to Work programme**
- Increasing sick time before sanctions are imposed
- More flexible signing on times
- Varying or limiting types of work according to disability
- Not sanctioning you for breaches of your Jobseekers Agreement arising from symptoms of your disability

*Workfare – a Government programme making individuals undertake work in return for their benefit payments.

**Access to Work— a Government scheme for disabled workers paying for certain reasonable adjustments such as equipment, support worker or travelling to work.

**Tear off Form to complete
(please make a copy and keep in a safe place)**

To the Job Centre Plus:

Name:

National Insurance Number:

Today's date:.....

I have been advised that, as a disabled person, under the Equality Act 2010, I am entitled to reasonable adjustments to my job seeking Agreement or Claimant Commitment.

My disability is:

.....

The substantial problem(s) affecting my day to day activities is/are:

.....

.....

I need the following reasonable adjustments:

.....

.....

.....

.....

Guidance Notes for Claimants and Intermediaries:

Identifying claimants who are 'disabled' under the definition of the Equality Act 2010:

You are treated as disabled if you have a physical or mental Impairment that has a **substantial** and **long term** negative effect on your ability to do **normal daily activities**.

Substantial - more than minor or trivial. For example, it takes much longer than usual to complete a daily task like getting dressed.

Long term – the condition has lasted or will last 12 months or more. For example, a breathing condition that develops as a result of a lung infection.

Normal daily activities – things that people do regularly. For example, shopping, reading and writing, using the phone, watching television, washing and dressing, preparing and eating food, housework, walking and travelling or taking part in social activities.

Protection under the Equality Act 2010

This law recognises that adjustments (changes) may need to be made in certain areas to help disabled people overcome barriers that are not faced by people who are not disabled. This is known as the duty to make 'reasonable adjustments'

There are special rules about recurring or fluctuating conditions, for example, arthritis. In addition, you automatically meet the disability definition under the Equality Act 2010 from the day you're diagnosed with HIV infection, cancer or multiple sclerosis.

Some conditions aren't covered by the disability definition. These include addiction to non-prescribed drugs or alcohol.

Please note this is a brief summary of the law and rules. For full advice please seek specialist advice at either Ipswich & District Citizens Advice Bureau (CAB) or Ipswich & Suffolk Council for Racial Equality (ISCRE).