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| **QUESTIONNAIRE FOR CANDIDATES WHO MAY REQUIRE ASSISTANCE** |

As part of the Council’s commitment to Equal Opportunities, this questionnaire has been compiled to ensure that we provide all necessary assistance to those who require it during the selection process.

To ensure that the interview is accessible and fair to you, please provide details below and return it to HR at recruitment@york.gov.uk

**How can we help you during the selection process?**

|  |  |
| --- | --- |
| **Name:**  |  |
| **Post applied for:** |  |
| **Date of interview:** |  |

1. Do you have a wheelchair or have mobility problems? **Yes / No**

 If yes, would you prefer the interview to be held in a ground floor office?

2. If you are deaf or speech impaired:

 Do you wish to bring an interpreter with you? **Yes / No**

 Do you wish to use the loop system? **Yes / No**

3. If you are blind or visually impaired:

 Do you wish to bring a guide or helper with you? **Yes / No**

 Do you require any information on tape or in large print? **Yes / No**

 If yes, what information would you like?

4. Do you have any dietary requirements? **Yes / No**

 If yes, what requirements do you have?

5. Are there any other requirements that we can assist you with?

**Additional Information**

* For wheelchair users travelling by train, Station Taxis have specially adapted vehicles. Station Taxis can be contacted on York (01904) 623332.
* Any additional interview expense incurred by yourself as a result of your disability will be reimbursed in full, on provision of valid receipts.
* If you have any queries, please do not hesitate to contact us on York (01904) 551619.