

# Workplace Accommodations Checklist

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Many autistic people struggle to know what they can ask for when offered help. For this reason we often suggest the use of an accommodations checklist. This is something that a workplace could provide to the autistic person to offer different kinds of accommodations/adjustments. Below are some ideas of things you may consider putting onto such a checklist.

- Active/alternative seating. This could be Swiss balls, wobble stools, spinning chairs etc.
- Standing desks
- Walking meetings. For those who focus best while moving, consider having one-on-one meetings while on the go. Go for a short walk.
- Seating away from the kitchen or strong smells
- Fixed seating arrangement (i.e. not hotdesking)
- Written summary/communication after meetings or phone calls
- Flexible working hours
- Fidget toys
- Working from home
- Flexible dress code
- Agendas for meetings
- Scheduling meetings early in the day
- Relaxed expectations around socialising. Understand that some autistic people may not have the capacity or desire to socialise or talk to people during breaks or outside of work
- Allowing headphones or earplugs