

Telling people at work about epilepsy checklist

If an employee wants other people to know about their epilepsy

- Ask the employee who they want to tell
- Discuss how they want to let people know

Different ways to tell people

Ask the employee what they would like to do. A combination of these ways may be the most appropriate:

- Manager telling people
- A presentation by them at a team meeting
- Epilepsy awareness training for colleagues – either online or face-to-face
- An all staff email or post on an intranet
- Putting posters up about seizure first aid
- Something else – ask them

Consider what happens when new people join your organisation. Do they need to be told about your employee with epilepsy? It might be part of their induction to be told about epilepsy.

Here are some suggestions for things to cover when telling others

- Epilepsy is the tendency to have seizures
- A seizure is a sudden burst of electrical activity in the brain
- There are different types of seizures. Say what types of seizure your employee has
- Describe what happens when your employee has a seizure
- How long their seizures usually last
- What colleagues should do when your employee has a seizure
- How epilepsy affects your employee at work
- How epilepsy affects your employee's life
- What your employee needs after a seizure

This template is part of the Epilepsy Action Employer toolkit. See employers.epilepsy.org.uk for more resources to help support people with epilepsy at work.

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