INFINITY
INCLUSION & TRANSFORMATION

Infinity Inclusion & Transformation

Everything you need to know before your EDI training session

Inclusive workplaces across the UK



EQUALITY | BELONGING | DIVERSITY | INCLUSION | ACCESSIBILITY | RESPECT

INFINITY
INCLUSION & TRANSFORMATION

01 · YOUR SESSION

About your session

Thank you for choosing Infinity Inclusion & Transformation for your in-house Equality, Diversity & Inclusion training. This guide covers everything you need to know about your booked session with us.



QUESTIONS BEFORE THE DAY?

info@infinityitlearning.co.uk

INFINITY
INCLUSION & TRANSFORMATION

COURSE SPOTLIGHT

Neurodiversity Awareness

Workplaces are often designed around one way of thinking.
This course shows how small, practical changes help everyone work well.



DURATION	DELIVERY	LOCATION	TAILORING
2–3 hours	Online, face-to-face or in-house	Your venue, anywhere in the UK	For in-house groups

EQUALITY | BELONGING | DIVERSITY | INCLUSION | ACCESSIBILITY | RESPECT

INFINITY
INCLUSION & TRANSFORMATION

MODULE 01 · THE LANGUAGE

Different, not deficit

A STORY TO START

“I’m not bad at my job. I’m bad at open-plan offices.”

Sam, data analyst, discovered she was autistic at 34 (illustrative)

Neurodiversity

The natural variation in how all human brains think, learn and process information. It describes everyone.

Neurodivergent

Someone whose brain works differently from what society treats as “typical” – e.g. autistic, ADHD or dyslexic.

Neurotypical

Someone whose way of thinking broadly matches what society expects. Neither is better – just different.



INFINITY
INCLUSION & TRANSFORMATION

MODULE 02 · FIVE NEUROTYPES

Many minds, many strengths

Every person is different – these are common patterns, never a checklist.

Autism

CAN BRING

Deep focus, pattern-spotting, honesty, attention to detail

MAY FIND HARDER

Unspoken rules, sudden change, sensory overload

ADHD

CAN BRING

Energy, creativity, calm in a crisis, hyperfocus

MAY FIND HARDER

Long admin tasks, tracking time, constant interruptions

Dyslexia

CAN BRING

Big-picture thinking, storytelling, visual problem-solving

MAY FIND HARDER

Dense text, spelling, reading at speed under pressure

Dyspraxia

CAN BRING

Persistence, empathy, strategic and creative thinking

MAY FIND HARDER

Coordination, organisation, handwriting, busy spaces

Tourette's

CAN BRING

Resilience, quick thinking, humour, determination

MAY FIND HARDER

Involuntary tics, stigma, high-stress settings

INFINITY
INCLUSION & TRANSFORMATION

MODULES 03–04 · ADJUSTMENTS IN ACTION

Three stories, three small changes

Illustrative stories based on common workplace experiences

J Jordan

Project coordinator · ADHD

THE BARRIER

Hour-long meetings with no agenda – ideas got lost and actions were forgotten.

THE CHANGE

Agendas sent in advance, actions written in the chat, a short break every hour.

RESULT **Jordan now leads the team's weekly stand-up.**

A Amira

Housing officer · Dyslexia

THE BARRIER

Dense 20-page policies and long case notes against tight deadlines.

THE CHANGE

Text-to-speech software, simple templates and key points summarised up front.

RESULT **Case notes on time – and clearer for the whole team.**

L Leo

NHS data analyst · Autistic

THE BARRIER

Hot-desking in a loud open-plan office under harsh fluorescent lights.

THE CHANGE

A fixed desk in a quieter zone, headphones welcome, clear written briefs.

RESULT **Leo spotted a data error that saved weeks of rework.**

INFINITY
INCLUSION & TRANSFORMATION

WHAT THE SESSION COVERS

Your learning journey

01 **Neurodiversity, neurodivergence & the language**

02 **Autism, ADHD, dyslexia, dyspraxia & Tourette's**

03 **Strengths and challenges at work**

04 **Reasonable adjustments to communication & environments**

05 **Supporting colleagues with or without a diagnosis**

YOU'LL LEAVE ABLE TO...

- ✓ Explain neurodiversity and use the language around it with confidence
- ✓ Identify reasonable adjustments and simple changes to communication and environments
- ✓ Recognise autism, ADHD, dyslexia, dyspraxia and other forms of neurodivergence
- ✓ Support neurodivergent colleagues in a way that respects individual needs

INFINITY
INCLUSION & TRANSFORMATION

WHY IT MATTERS FOR UK ORGANISATIONS

Barriers, not ability.

The Buckland Review of Autism Employment highlighted how many neurodivergent people are held back by workplace barriers – not by what they can do.

NO LABEL NEEDED

Many neurodivergent adults have no formal diagnosis.

Understanding and simple adjustments help colleagues and service users – whether or not they have a label.

§

Equality Act 2010

Supports your duty to make reasonable adjustments

★

Attract & keep talent

Helps you recruit and retain neurodivergent people

✓

Ready to use

Practical for managers, HR and frontline teams

EQUALITY | BELONGING | DIVERSITY | INCLUSION | ACCESSIBILITY | RESPECT

INFINITY
INCLUSION & TRANSFORMATION

WHO IT'S FOR · HOW IT'S DELIVERED

Real scenarios. Honest conversations.

Interactive and discussion-based – realistic workplace scenarios, not lectures, in a respectful space where people can ask questions honestly.



WHO IT'S FOR

Managers | **HR teams** | **Educators** | **All staff**

Local authorities · NHS · schools, colleges & universities · housing associations · charities · private sector

LIVE ONLINE OR AT YOUR VENUE

London · Manchester · Birmingham · Leeds · Bristol · Newcastle · Glasgow · Edinburgh · Cardiff · Belfast and beyond

Pair it with our in-house EDI training or EDI consultancy support.



INFINITY
INCLUSION & TRANSFORMATION

03 · WHAT TO PREPARE

Venue & equipment

1

WE PROVIDE

Your trainer brings all session materials and resources. A projector and screen can be supplied too — just let us know in advance.

2

THE VENUE PROVIDES

A comfortable, accessible room with space for group discussion. Please tell us about any delegate accessibility needs in advance.



INFINITY INCLUSION
& TRANSFORMATION TRAINING

SEE YOU SOON

Thank you

for choosing Infinity Inclusion & Transformation Training

Inclusive Workplaces Across the UK

Practical EDI training · Consultancy · In-house programmes

EQUALITY | BELONGING | DIVERSITY | INCLUSION | ACCESSIBILITY | RESPECT