Terms of reference for Able@Imperial (Disabled Staff Forum)

The Disabled Staff Forum is a friendly staff group that provides a platform for disabled staff, staff who care for disabled dependents and staff with an interest in disability. The forum provides an opportunity to exchange information, ideas and raise awareness about disability within the College in a confidential and safe space.

Aims and Objectives
The Disabled Staff Forum will seek to:

- promote a positive culture around disability;
- promote and develop a trusting environment where disability is disclosed in the workplace;
- act as a consultation forum in development for new and existing policies and procedures;
- discuss issues relating to disability in the workplace in a safe environment;
- set the priorities for internal campaigning around disability;
- aid the College to meet its equality objectives relating to disability;
- communicate the work on disability College-wide;
- help formulate College initiatives to encourage greater representation of disabled staff in all aspects of College life and;
- provide networking opportunities for personal and professional development.

Membership
The forum is open to all permanent and temporary staff within the College. There is a core working group of six to eight members to move the forum's ideas forward. Members will adhere to confidentiality and respect as set out by the forum.

Frequency of meetings
The forum will meet face-to-face once a term. Additional meetings may take place to work on specific projects.

Reporting
The forum will report into the Disability Action Committee.

Key contacts-Core Working Group Members
Mrs Caroline Carter - ICT
Dr Shahrzad Connolly- Faculty of Medicine
Ms Carolyn Dale- Department of Physics
Ms Sarah Shemilt – Finance
Dr Dilveer Sually – Faculty of Medicine Charing Cross
Ms Alex Williams – Faculty of Engineering
Ms Althea Wroblewska- Finance

Admin support from the Equality and diversity Unit, HR
Ms Kalpna Mistry- Equalities Co-ordinator and
Ms Leyla Okhai- Equality and Diversity Manager