

Your Guide to Access to Work Funding for ADHD Coaching

A practical UK guide to preparing and applying for workplace support



Your Neurodiversity Coach
Embrace your potential



What is Access to Work?



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Access to Work is a UK government grant for people whose disability, health condition or neurodivergence creates barriers at work. ADHD may qualify when it has a substantial impact on doing or staying in work.



For employees, apprentices, people starting work and self-employed people



Available in England, Scotland and Wales



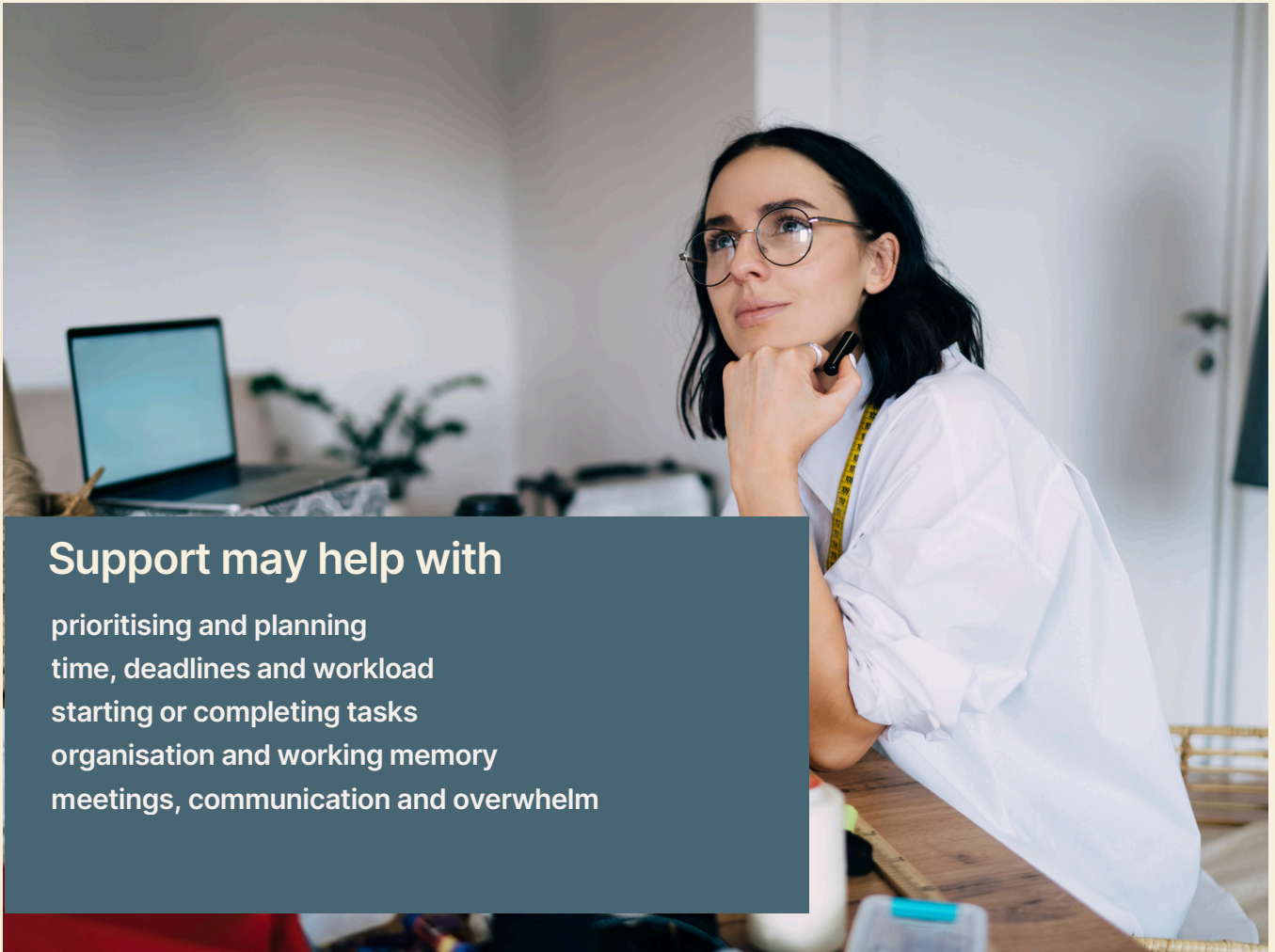
The grant does not need to be repaid and does not affect benefits

Eligibility and funding decisions are individual.
Check the latest guidance at [GOV.UK](https://www.gov.uk).



Could ADHD coaching be funded?

Funding is based on your work-related needs, not diagnosis alone.



Support may help with

- prioritising and planning
- time, deadlines and workload
- starting or completing tasks
- organisation and working memory
- meetings, communication and overwhelm



You will usually need to

- be 16 or over
- live and work in England, Scotland or Wales
- be in paid work, self-employed, about to start work, or returning soon
- show how your condition affects your work



Access to Work does not replace an employer's duty to consider reasonable adjustments.



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Prepare your case



1. Describe your role and responsibilities
2. Explain the work barriers ADHD creates
3. Name the support you are requesting
4. Describe the outcomes you expect
5. Gather coach details and costs



We focus on the impact at work, not only the diagnosis.



One-to-one ADHD workplace coaching focused on prioritisation, planning, task initiation and workload management.



Pricing is available in this guide

How to apply



1

**1. Apply online
through GOV.UK or
call the
Access to Work
helpline**

2

**2. Explain how
ADHD affects
your work and
what support
you need**

3

**3. Provide
workplace details
and any requested
evidence or contact
information**



Access to Work helpline:

0800 121 7479

**Monday to Friday,
9am to 5pm**



You may be asked for your

- ✓ **contact details**
- ✓ **workplace address and postcode**
- ✓ **workplace contact if employed**
- ✓ **National Insurance number if you have one**
- ✓ **or UTR number if self-employed.**



**Use the current GOV.UK application page
for the latest process.**



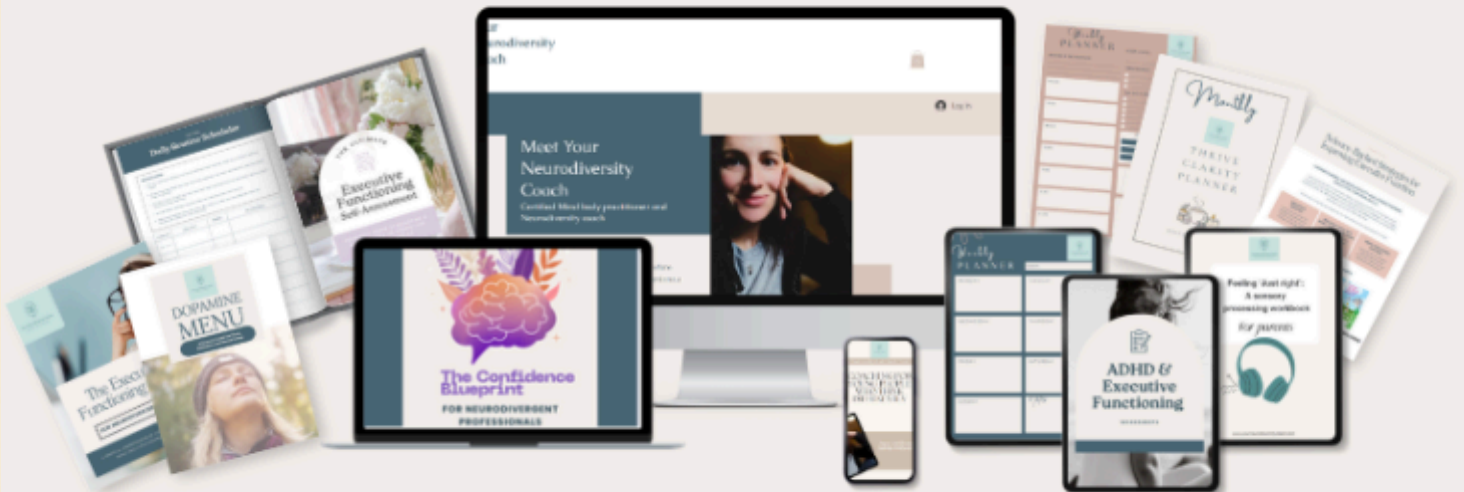


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Wording you can adapt

we will use a
range of my own
resources



“ I have ADHD, which affects my executive functioning at work. I experience difficulty prioritising multiple demands, initiating complex tasks, managing time and maintaining focus during high-pressure periods. This creates a risk of missed deadlines, overwhelm and reduced productivity. I am requesting specialist ADHD workplace coaching to develop practical systems for prioritisation, planning, time management, task completion and sustainable workload management. This support would help me perform my role effectively and remain in work.



Also discuss reasonable adjustments

- ✓ written instructions and clear priorities
- ✓ regular check-ins
- ✓ flexible starts or breaks
- ✓ a quieter working space or remote-working arrangements
- ✓ task-management tools and workload planning



Use the wording as a starting point and make it accurate for your circumstances.

Check the latest
GOV.UK guidance
before applying.



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Your ADHD coaching approach

Practical, strengths-based support for work

How I work

Practical ADHD coaching connects neurodivergent strengths with the realities of work. Sessions are collaborative and tailored to your role, goals and working environment. Together we build sustainable systems for prioritising, planning, task completion and communication.

Experience and credentials

- Certified Neurodiversity Coach
- NLP Master Practitioner
- ICF accredited
- Experienced Employment Specialist on the Connect to Work programme
- Worked in high-profile SEND research for the UK Government



Access to Work funded

£1,440

12 sessions at £120 each
Includes 60-minute sessions, practical workplace tools and resources, session notes and accountability support.

Employer-funded programme

£1,200

12 sessions at £100 each
Designed for employer-funded coaching programmes.

Complimentary 30-minute discovery call

A chance to talk through your goals, current challenges and whether coaching is the right fit.

[Book a call](#)

