



# **BT Early Careers**

## **Accessibility Support for Candidates**

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## BT Early Careers – Performing to Your Best

### Accessibility Support for Candidates

At BT, we believe everyone deserves an equal chance to join our team. If you have a neurodivergent or other health-related condition, we want you to know that your application is not just welcome, it's valued.

We'll provide the support you need at every stage of the process so you can be yourself and show us your best.

Our goal is simple: to remove barriers, create opportunities, and ensure you're assessed only on what matters, your skills and potential.

This guide is designed for our candidates who require additional support during our recruitment process.

For detailed accessibility information and additional support, please view our **Candidate Q&A**.

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### Our Commitment to Inclusion

BT Group is a **Level 3 Disability Confident Employer**.

We recognise that prioritising inclusion and diversity is not just the right thing to do – it is critical to our growth and future success. Our workplace must reflect the customers we serve, including the **24% of the UK population who are disabled or have a long-term health condition**.

We value the unique perspectives disabled people bring to our business. We cannot build an inclusive digital future without them. That is why we are striving to make it fair and easy for people with every kind of disability to apply and build a career with us.

When you apply for a role with us, we want you to feel respected, welcomed, and confident that you'll be assessed only on your suitability for the position. We're committed to removing barriers wherever we can.

We also work with external experts, such as the **Business Disability Forum**, to ensure we meet the standards expected of a **Disability Confident Leader**.

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### Sharing Information About Your Disability or Health Condition

We encourage candidates to let us know if you have a neurodivergent or health condition. Sharing this information empowers us to support you effectively and helps us continue building a truly inclusive workplace.

To help us understand how well we're reaching and attracting a diverse range of candidates, we invite you to complete a few **voluntary monitoring questions**. Your answers are:

- completely confidential
- kept separate from your application
- used only to help us improve recruitment practices

You should feel safe and comfortable sharing as much or as little as you wish - and if you'd prefer not to answer any question, simply select "**Prefer not to say**."

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### **Your Journey at a Glance – Let Us Know if You Need Additional Support**

1. **Apply:** No CV required.
2. **Untimed Online Assessment:** Text base responses to a mix of five scenario-based and experience-based interview questions at your own pace.

*Please note responses are scored on spelling and grammar. As this exercise is not timed, you will have the opportunity to check your spelling and grammar before submitting.*

The online assessment will also consist of an **online video question:** a 90 second video, with up to 5 attempts to complete.

3. **Short Screening Call:** A telephone conversation with one of our friendly recruiters to confirm your understanding of, and suitability for the role.
4. **On-Site Assessment centre and/or Competency-based Interview:** Accessible, supportive, and designed to help you feel at ease and be yourself.

**Group Exercise:** Included in **some** of our Assessment centres

**Time Flexibility:** Each step allows you the time you need to complete.

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### **Support During Your Recruitment Journey**

- You'll have dedicated recruiters to support you throughout the process - **Recruit@bt.com**
- Additional support can be requested at any stage
- Most of our buildings are **Accessible** - we will share building details in advance
- Alternative communication methods available if desired
- Pre-visits to sites on request
- Buddy support through our **Able2 Disability Network**
- A support companion if needed
- Clear schedule, structure, and expectations in writing
- Interviewers trained in neuro-inclusive practice
- Our recruiter will discuss any additional support with you and follow up after the assessment

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## Support When You Join Us

Our commitment doesn't end at recruitment. When you join us:

- You can use our **Workplace Adjustments** process to get the tools and environment you need
- You can create a **BT Passport** - a simple document that helps share what you need to work effectively, including disability, health, or caring responsibilities
- Our **Able2 internal people network** provides lived experience support and contributes to our Diversity & Inclusion plans
- We partner with the **Business Disability Forum** to strengthen our approach
- We are making strong progress toward the disability representation targets outlined in our **Manifesto**