

YOUNG AND YOUNG ADULT CARERS GUIDELINES

| Version | Date | Notes on Revisions |
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| Owner | SMT Lead | Author | Frequency of review | Next review date | Approval Committee | Next approval Committee Date | Date of last EIA |
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| Alex Howarth | Liz Lawrence | Stephanie Sparkes | 1 year | June 2021 | Learner Safeguarding and Wellbeing Group | 17/06/2020 | 26/06/2020 |
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1 Introduction

1.1 A Young or Young Adult Carer is a child or young person (aged 14-25) who is caring for, or helping someone, who has a disability, a chronic illness, is frail or elderly, has mental health issues, drug/alcohol problems, or supporting/helping with younger siblings with physical, emotional or behavioural needs. The person cared for could be a grandparent, parent, sibling or even a friend. In some instances, the Young or Young Adult Carer could be caring for more than one person.

1.2 South Devon College is committed to supporting Young and Young Adult Carers to access Education. Guidelines will support staff to understand how to identify a Young and Adult Carer in the early stages and any student whose situation may change later in Education. Some Young or Young Adult Carers may not be recognised by staff and need to be identified to prevent an impact on their Education since many Young and Young Adult Carers drop out of Education. The following signs can be a way of recognising hidden carers: low attendance; young person or child discusses routine which display signs of providing care; tired/anxious.

2 Guidelines Statement

2.1 South Devon College aims to support all learners to achieve the highest possible outcomes of Education and training, regardless of what is happening at home.

2.2 When a Young or Young Adult Carer carries out their caring role, they may require extra support to help them to get the most out of their college experience and our role would be to help support them to meet their needs. Our Young and Young Adult Carers Policy outlines how we will support our Young and Young Adult Carers.

2.3 The approach to providing student carers support is proactive and inclusive and in-line with the college's Single Equality Scheme; each individual caring role can vary, and the approach aims to focus on the individual young or young adult carers needs.

3 Scope

3.1 The college will ensure that all Young and Young Adult Carers are dealt with on an individual basis and that their support needs are considered within the legislative and funding parameters that inform the support of individuals learning within the High School and Further Education, including apprenticeships.

4 The Impact of Being a Young or Young Adult Carer

4.1 A Young or Young Adult Carer might be providing the main care for their cared for person or may share caring responsibilities with another family member. The Young or Young Adult Carer may or may not live in the same household as the person they are caring for. In other cases, the carer may look after more than one person. The caring tasks that a Young or Young Adult Carer might deal with can range from:

- Organising or attending appointments
- Dealing with medication
- Paying bills/sorting paperwork
- Providing personal care
- Providing emotional support
- Cooking or cleaning for the person they care for
- Helping with brothers or sisters, or
- Providing Support to their Cared For person in other ways

4.2 South Devon College understands that there are likely to be Young or Young Adult Carers amongst learners and being a Young or Young Adult Carer can have an impact on their Education in a variety of ways, which can differ for every individual.

Due to caring responsibilities at home, the Young or Adult Carer might experience one or more of the following factors; these are possible signs to indicate a Young or Adult Carer:

- a. Being late or absent due to responsibilities at home
(often late or missing days or weeks off college for no reason)
- b. Displaying feelings of worry and lack of concentration in college
(Often tired, anxious or withdrawn)
- c. Poor attainment
(not handing in homework/coursework on time, or completing it late and to a low standard)
- d. Lack of time for extra-curricular activities
(Having difficulty in joining in and unable to attend trips because of caring role)
- e. Physical problems such as back pain
(Heavy lifting being carried out at home)
- f. Limited social skills
(Isolated because of their family situation or because they lack social skills with their peers – and yet they are confident with adults)
- g. Tiredness in college
(Finding it difficult to concentrate on their work)

h. Emotional distress

(anxious or concerned about an ill or disabled relative. They may be showing signs of neglect or a poor diet)

i. Low self-esteem

j. Bullying

(a victim of bullying This is sometimes explicitly linked to a family member's disability, health or substance misuse problem)

k. Feeling that no one understands and that no support is available

(caring role at home can be overwhelming and carer may find it difficult to know where to start when expressing situation at home, therefore they might be secretive about home life)

l. Difficulty contacting or engaging parents due to fears about young person or child being taken into care, parental skills being questioned or feeling embarrassed about their situation.

m. Presenting behavioural problems (taking out their anger or frustrations)

n. False signs of maturity, as a result of assuming adult roles

(having problems socially or with making friends? Conversely, do they get on well with adults and present themselves as mature for their age?)

o. Embarrassed to take friends home, isolation.

5 Legislation

5.1 The Equality Act 2010

These guidelines comply with the Equality Act 2010, in that we have regard for student carers.

The Equality Act 2010 regarding being a carer, the law can protect you against direct discrimination or harassment because of your caring responsibilities.

This law applies to discrimination and harassment if they happen in your workplace, and will also protect you as a carer:

- when you shop for goods
- when you ask for services
- when you get services
- when you use facilities like public transport

Under the Equality Act 2010, no individual should be discriminated against in service provision, employment or education because of the following:

- Age
- Disability
- Gender reassignment
- Marital status
- Race
- Religion/belief
- Sex or sexual orientation

Further to this, a carer cannot be discriminated against based on their association with a disabled person. A carer should not be treated less favourably because of their caring responsibilities.

6 Support for Pre-Entry

6.1 We welcome applications from Young and Young Adult Carers. In accordance with the Equality Act 2010 the College will fairly consider applications from individuals who are Young and Young Adult Carers without prejudice. Applicants will need to meet the entry criteria for courses as set out by the College but will not be refused access to opportunities solely based on the association with the person they care for.

6.2 The College will endeavour to work closely with feeder schools and/or Local Authorities to access relevant information and records (including Education, Health and Care Plans) to inform applications and support transition. Additionally, upon application, all new applicants will be given the opportunity to indicate that they are a Young or Young Adult Carer and if they would like to be contacted by the Designated Carers Champion. In agreement with the Young or Young Adult Carer, a referral can be made to the relevant local Carers Service or who we work in partnership with and provide drop-in sessions for Young or Young Adult Carers at South Devon College. Young or Young Adult Carers will be signposted to the correct service to meet their needs.

6.3 Opportunities for applicants to view the college and its facilities prior to the commencement of a course may be organised.

7 Support for Teaching, Learning and Assessment

7.1 The college recognises that Young or Young Adult Carers have individual needs and will provide appropriate support to best suit their caring role and to be most beneficial to own learning. We will enable learners to access their learning through improving their study skills, and where required, their skills in Maths and English.

7.2 Young or Young Adult Carers can request flexible studying through a formal or informal arrangement. Terms and conditions must be in agreement with the Young or Young Adult Carers tutor and meet the requirements of the relevant examination body. Flexible studying can help with finding a good balance between caring role, demands of studying, working and apprenticeships.

7.3 Dates and times for assignments/assessments can be given in advance to allow student carers to manage studying time around caring role, as responsibilities could change daily. If a Young or Young Adult Carer has any concerns about the completion of work, another option, such as an extension, could be offered through the tutor, if this meets the requirements of the relevant examination body. This may reduce the likelihood of missing the deadline.

7.4 The College may deploy a wide range of strategies to offer student carers support. Strategies include talking to designated Carers Champion, local Carers Service (drop-in sessions), other carers services, Positive Intervention team. We recognise the importance to have someone to talk to, to express any concerns or support needed in order to meet needs in Education.

7.5 Under the Equality Act 2010, the college will endeavour to make reasonable adjustments to support learners with a caring role.

7.6 Staff, local Carers Service, Positive Intervention Team and Designated Carers Lead will communicate and provide timely and appropriate support required, whether that is at the beginning of the programme or any time later.

8 Roles and Responsibilities

1. Governors

8.1.1 Governors are responsible for ensuring a Young or Young Adult Carers guidelines is in place and procedures relating to these guidelines are adhered to.

8.1.2 There is a Designated Carers Champion who will be the named member of staff for Young or Young Adult Carers. This is Stephanie Sparkes, Life Skills Support Worker.

8.1.3 A named Governor has a link/oversight responsibility for ensuring that the policies are reviewed and in place. This position is currently held by Judy Ravenscroft.

2. Staff

8.2.1 It is important for all staff members who are in contact with a young person or child, to be aware of whether the individual is a Young or Young Adult Carer. Information around the individual's caring role should only be shared on a need to know basis and must only be shared with the permission from the young person or child, except in circumstances relating to safeguarding or child protection concerns.

8.2.2 Flexibility should be considered to suit the needs of the Young or Young Adult Carer. Options for flexible provision includes (but is not limited to):

- a. When declaring a caring role, to inform the learner that it is in their right to make the decision to be referred onto the College Carers Register. Learners will be informed that their declaration will remain confidential until they choose to join the register, with the exception of any subsequent safeguarding or child protection concerns.
- b. Dates and times in advance for assignments/assessments and to negotiate terms to meet deadlines i.e. an extension or to study from home (when needed). Note this is only possible where these meet with relevant examining body requirements
- c. In case of an emergency or needing to provide ongoing support to person cared for, able to take phone calls or contact home (when appropriate).
- d. In a genuine crisis, staff can arrange for work to be sent home.
- e. A referral for assessment for financial support.
- f. Ensuring Young or Young Adult Carers attendance is regularly monitored. Depending on lessons missed or absent, Tutors, PI team and Carers services can liaise together to plan and implement suitable interventions.
- g. Ensuring regular dialogue between Young or Young Adult Carer and Tutor as learner may not be able to attend college because of their caring commitments and changes to daily routines. Therefore, providing alternative options may be necessary.
- h. Following the Safeguarding Children and Vulnerable Adults Policy regarding a Young or Young Adult Carer being at risk of inappropriate levels of caring which may cause harm to young person or child's mental health or well-being.
- i. Ensuring the college is accessible on opening days or other events to parents with mobility and communications difficulties. Provide alternative communication options for anyone who is sensory impaired or housebound.

9. Designated Carers Champion

9.3.1 The designated member of staff will play a key role in raising awareness and driving ideas forward to improve and develop a student carers experience in education. The role will enable the development and/or acquisition of existing or new skills such as networking/communication skills, planning and delivering training, developing policies, understanding of carers issues.

9.3.2 The Positive Intervention Team and the Designated Carers Champion will act as an advocate for Young or Young Adult Carers and refer for further support to the local Carers Services.

9.3.3 Organise and deliver future training to continue raising awareness and ensuring all staff understand policies and procedures in relation to recognising and supporting Young or Young Adult Carers.

9.3.4 Ensuring all Young or Young Adult Carers are aware of the full range of support available to them in and outside of college.

9.3.5 Ensuring Young or Young Adult Carers are visible in the workplace: posters, materials, support, events (spreading awareness) – to feel needs are important.

9.3.6 Ensuring Young or Young Adult Carers are involved with the development processes and giving young person or child opportunity to provide regular feedback on support and services.

9.3.7 To ensure any internal and external training is circulated and being carried out through Continuing Professional Development training days. Training will make staff aware of indicators of recognising who is a Young or Young Adult Carer and what difficulties young person, or child can face in education.

9.3.8 To provide educational information for the care planning process/court proceedings and reviews available when requested/required through Designated Carers Champion or appropriate college representative.

9.3.9 Ensuring effective communication between staff who are involved with Young or Young Adult Carers takes place.

9.3.10 To invite external services (Torbay Carers Service or other carers services) to opening day or other events in relation to Young and Young Adult Carers.

9.3.11 Ensure that the Young or Young Adult Carer who have been identified are listened to and are provided with the help they need. Young or Adult Carers may not want to be referred to carers service and have the right to decline being registered.

10 Monitoring and Evaluation

10.1 The college's Senior Leadership Team will monitor the operation of the guidelines on an annual basis.

11 Related Policies and Procedures, Statements, Guidelines and Legislation

- FE Admissions Policy
- South Devon High School Admissions Policy
- Course Fees Policy
- Teaching, Learning and Assessment Strategy
- Examination, Submission and Assessment Policy
- The Equality Act 2010
- The National Carers Strategy (1999)
- Bereavement Policy
- Safeguarding Children and Vulnerable Adults Policy 2019/20
- Single Equality Scheme

- The Princess Royal Trust for Carers and The Children's Society 2010

12 MONITORING AND REVIEW OF GUIDELINES

| Approved by | Signature | Date |
|---------------------------------|-------------------|------------------|
| Author: | Stephanie Sparkes | 17/06/2020 |
| Owner: | Alex Howarth | 17/06/2020 |
| Chair of Approval Committee: | Liz Lawrence | 17/06/2020 |
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