



Supporting Student Carers Policy

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Policy Owner	Head of Student Services
Lead Officer	Head of Student Services
Review Officer	Access and Progression Manager
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Further information (where relevant)	

Reviewer	Date	Review Action/Impact

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1. Policy Statement

Inverness College UHI is committed to widening access and to providing equity of opportunity to all learners to help ensure that all students are supported to reach their full potential. Inverness College UHI are therefore committed to supporting student carers and being as flexible as possible to assist at all stages of the learning journey.

Our Access and Inclusion Strategy underpins and guides all we do and provides an umbrella under which every aspect of the student journey is encompassed. Student carers, along with other priority groups, are highlighted in our strategy as a particular group who may require some additional support to enter education and achieve a successful outcome. Inverness College UHI are a corporate partner of the Carers Trust, through achievement of the Carers Trust Award in May 2018, and work in partnership to support student carers.

2. Legislative framework/related policies

2.1. Relevant legislation

- 2.1.1. The Equality Act (2010)
- 2.1.2. Carers (Scotland) Act (2016)
- 2.1.3. Carers (Scotland) Bill (2015)
- 2.1.4. General Data Protection Regulation (GDPR) (2018)
- 2.1.5. The Data Protection Act (1998)

2.2. This policy should be understood in conjunction with the other College policies and documentation.

- 2.2.1. Additional Support Needs Policy
- 2.2.2. Admissions Policy
- 2.2.3. Guidance Policy
- 2.2.4. Access and Inclusion Strategy
- 2.2.5. Equality and Diversity Strategy
- 2.2.6. Information Security Policy

3. Scope

This policy covers advice and guidance to students who, at any point during their studies at Inverness College UHI have caring responsibilities.

3.1. Inverness College UHI use the Carer's Trust definition of a Carer. Students who, at any point during their studies at Inverness College UHI, "provide unpaid care for a friend or family member who due to illness, disability, a mental health problem or an addiction cannot cope without their support."

Inverness College UHI have a role in advising and supporting students who already are, or who anticipate becoming carers, as well as providing the same advice and support to prospective students making enquiries.

3.2. This policy covers both prospective and current Inverness College UHI students who have an unpaid caring responsibility as defined in 3.1.

3.3. Confirming student carer status is the responsibility of the student. Declaration of carer status can be made as part of our admissions process; at interview or enrolment; to the Personal Academic Tutor; or to any member of staff at any point during the student journey.

3.4. As carers exist in a variety of different situations, proof of status can come from many different sources. Some examples of what can be provided as evidence are listed below but this list is not exhaustive:

- Self-certification, in the form of a short statement, regarding the nature of the caring duties and how this may affect their studies, including how long they anticipate this will last
- A GP letter confirming carer status
- A local authority Carer's Assessment , Adult Carer Support Plan or Young Carers Statement
- Young Carer's Authorisation Card
- Other relevant documentation, for example a letter from a Carer's organisation, social worker, carer group, receipt of benefits

In most situations, self-certification will be the most common method used. However, at any point Inverness College UHI may request more

information or evidence to confirm carer status or any changes to the student caring responsibilities.

3.5. A student may take on caring responsibilities at any time during their learning journey and it is acknowledged that there may be unpredictability in terms of caring commitment and time scales. It is therefore recognised that the needs of each carer are unique and the support which an individual may require, will be variable.

3.6. This policy, and the related procedure, does not cover:

- Students with parental responsibilities, unless for a child with a disability
- Students working in a paid caring capacity

However, it should be noted that the College recognises that all students will have unique needs and we strive to anticipate and meet the needs of all students.

4. Compliance

4.1. This policy must be complied with by all staff working in the college. Students who disclose they are student carers, in line with our definition as detailed in 3.1, and have confirmation of status, as detailed in 3.4, are entitled to have individualised support to help them to access courses and to reach their potential. It is the responsibility of the Transition Co-ordinator to meet with the student and agree a Co-ordinated Support Plan providing support across the student journey. It is also the responsibility of the Transition Co-ordinator to work with the student and other relevant staff to meet the needs of the student, where possible and where reasonable, and to signpost any additional support available from external agencies.

5. Monitoring

5.1. Compliance with the policy and related procedure will be monitored and evaluated through regular audits with update reports to the Care Experienced and Student Carer steering group; the Student Support Committee; and the Equality and Diversity Committee.

The policy and related procedure will be monitored in relation to:

- The equality targets set for student carers detailed in the Access and Inclusion Strategy
- The results of focus groups and student surveys
- Feedback from external carer services

Appropriate procedures for monitoring and evaluation are the responsibility of the Lead Officer.

6. Review

6.1. This policy will be reviewed every 3 years and updated as necessary.