

Fife College Student Carer Policy

Policy Number	FCP2.73
Version Number	1
Status	Approved
Approval Date: first version	8 November 2019
Approved by: first version	Assistant Principal Quality and Academic Partnerships
Responsible for policy:	Head of Student Experience
Responsible for implementation:	Senior Managers, Managers, Academic and Quality Leads, Academic Staff, Guidance Staff
Date of last review:	August 2021
Date of next review:	August 2022
Equality Impact Assessed	3 December 2019

Document Change History

Document Version	Section (No. or Heading)	Description of change(s)	Date of change
2			
1	Throughout	This policy was reviewed and there were no changes to the content. Change from Manager of Wellbeing and Support to Head of Student Experience. Addition of My Fife. Review date was updated to August 2022.	August 2021

Contents

1	Policy Statement.....	4
2	Purpose	4
3	Definition.....	4
4	Scope.....	4
5	Responsibilities.....	4
6	Partnership.....	4
7	Associated Documents.....	5

1 Policy Statement

Fife College is committed to ensuring that all Student Carers have fair access to a high level of support pre-enrolment and throughout their student journey at College. Our main aim is to remove barriers and promote a positive learning environment for all Student Carers to achieve and succeed.

2 Purpose

The purpose of this policy is to devise a set of key actions and milestones to ensure Fife College has the policies, processes, resources and services in place to identify, support and report on Student Carers. This will be achieved through focus upon the 3 main Go Further for Student Carers Recognition Award principles:

- ✓ Identify: Ensure that Student Carers are proactively identified during the application and enrolment processes and that awareness is being raised throughout the College.
- ✓ Support: Ensure that Student Carers are being supported to give them a fair chance to be successful in their studies.
- ✓ Report: Ensure that Student Carers progressions are showcased, and evaluation tools are used to celebrate achievements and make improvements.

Successful implementation of the above principles will ensure that Fife College achieves the Go Further Recognition Award.

3 Definition

A Student Carer is a person who provides care to another individual in their family who is ill, misuses drugs or alcohol or has a disability.

4 Scope

The Fife College Student Carer Policy promotes the standards expected of staff and students ensuring that the appropriate support is provided to Student Carers and that there is an understanding and awareness built throughout Fife College through training, CLPL and events.

5 Responsibilities

This Policy promotes the importance of the Carer/Young Carer's responsibilities and their expectations of support at Fife College. It is the responsibility of the College to manage these expectations in an inclusive way that fairly allows Student Carers to study and thrive at Fife College.

6 Partnership

Staff will work in partnership to support all Student Carers to ensure that they reach their potential and succeed whilst studying at Fife College.

Fife College commits to support Student Carers by:

- Providing each student with support pre-enrolment, during application, enrolment and continuing throughout the student journey.
- Removing barriers and promoting a positive learning environment that allows our Student Carers to achieve their potential and succeed on their course.
- Providing each Student Carer with a named Guidance Adviser who will contact them following application and during their studies at Fife College.
- Allocating a named Guidance Adviser who will liaise with the relevant Academic/Inclusion staff and share 'agreed information' pertaining to their learning with the aim to break down barriers with regards to Caring responsibilities, in relation to academic studies and attendance.

Fife College expect from our Student Carers:

- To inform us of their caring responsibilities during the application and enrolment processes to enable the relevant staff to put appropriate support in place.
- To attend classes and liaise with curriculum/guidance staff as and when required e.g. if caring responsibilities differ from the agreed plan.
- To take the initiative to engage with the support available to allow the student to enjoy and succeed in their course at Fife College.

7 Associated Documents

Document Title	Location
Access and Inclusion Strategy	My Fife, Learner Policies iLearn
Procedure for Identifying and Supporting Vulnerable Students	My Fife, Learner Policies iLearn