INTERNAL PROCEDURE

Title: Young Carers Statement of Commitment

POLICY HOLDER: Library & Wellbeing Manager

APPROVAL BOARD: College Leadership Team

VERSION NO: 10

LAST REVIEWED: August 2026

REVIEW PERIOD[1]: 1 Year

1. The Review Period refers to our internal policy review process. The published policy is current and is the most recent approved version.

Summary:
Sets out the College's commitment to supporting Young Carers and Young Adult Carers, providing guidance on the academic, pastoral and financial support available, alongside the roles of staff in promoting student wellbeing, engagement, achievement and successful participation in education.

Accessibility: If you would like this information in an alternative format, e.g. Easy to Read, large print, Braille or audio tape, or if you would like the procedure explained to you in your language, please contact the College's marketing team on 01603 773 169.

Further information: If you have any queries about this policy or procedure, please contact the named policy holder.

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Amendments Log

Date	Version No	Reason For Change	Author	Approved By
September 2026	10	Annual Update	Samara Castro	Helen Richardson-Hulme

Contents

Statement 4
What you can expect from us 4
Support 4
Academic 4
Pastoral 5
Financial 5
Education Support Work (ESW) team 5
What we will expect from you 5
Positive College Behaviours 5
Attendance 6
Information sharing 6

Statement

Our college is committed to supporting students to aspire to and achieve their full educational potential. We prioritise creating an environment where students can access and engage with their education. We strive to provide a safe, inclusive and supportive environment in which the welfare and emotional health of students are valued, actively promoted and safeguarded, enabling them to learn and progress.

A Young Carer, as outlined by the Benjamin Foundation and Carers Trust, is “someone aged under 18 who cares for a friend (e.g. neighbour, family friend, etc.) or family member who, due to illness, disability, a mental health problem or an addiction, cannot cope without their support. Older Young Carers are also known as Young Adult Carers, and they may have different support needs to younger carers”.

Young Carers often assume levels of responsibility that would typically be expected of an adult. As a result, it is both possible and likely that these responsibilities may have a detrimental impact on their mental health, childhood experiences, and ability to fully engage with their education. In addition, young carers may miss out on opportunities which are available to their peers, including participation in leisure and enrichment activities.

Through this Statement of Commitment, we recognise that students who are Young or Young Adult Carers may need additional support at times. As a college we support early self-identification and involvement from Young Carers at the application and enrolment stage to work with them to understand support needs.

What you can expect from us

Support

You will have access to a range of support services throughout your time at College. Most of the support you need will be available through your course team and our cross-college services, including the Library, Information, Advice and Guidance teams, who can provide study skills support, careers advice and guidance with your course.

If you need additional support, we can help with specific or ongoing concerns. This may include assistance with funding for travel, essential course costs, or support to improve your wellbeing.

Where required, you may also receive personalised support, including interventions to help you maintain your health, safety and wellbeing, and referrals to external professional services.

In addition, you can expect the following support:

Academic

- You will be supported by staff who understand the responsibilities and challenges that can be experienced by Young Carers and Young Adult Carers,
- You can discuss reasonable adjustments with your course team to help you access and succeed in your education,
- You may be supported through an Engagement and Support Action Plan (ESAP) to tailor and formalise support strategies,
- You will have access to progression and careers information, advice and guidance.

Pastoral

- You will have a named Personal Development Coach or Pastoral Coach for your course,
- You can attend drop-ins or booked appointments with the Wellbeing team,
- You can receive support to access other internal or external services where appropriate,
- You can participate in the College's Young Carers' support group.

Financial

- If you are eligible, you can apply for a bursary to help with free College meals, travel costs and essential course expenses,
- You can receive information and guidance about other sources of charitable or financial support if required.

Education Support Work (ESW) team

- You can access tailored transition support by requesting a transitions tour from the ESW team (ESW@ccn.ac.uk),
- You can attend drop-in sessions or book appointments to speak to an ESW,
- The ESW team will provide advocacy and support throughout your time at college.

What we will expect from you

Positive College Behaviours

When you enrol at college you will sign a learning agreement which outlines the expectations for attendance, engagement and active participation in your studies.



We expect you to uphold the College's Ways of Working by:

- Being ***kind and curious*** by actively connecting with staff and peers and building positive, respectful relationships,
- Being ***open and informative*** by letting us know in advance if you anticipate any challenges, particularly around deadlines, so we can support you effectively,
- Being ***respectful and fair*** by sharing any changes as early as possible, giving us time to plan and respond appropriately,
- Being ***consistent and responsible*** by attending and engaging fully in lessons and making the most of the opportunities available at college,
- Being ***collaborative and inclusive*** by working with us to access the support you need and by checking and responding to email communications.

Attendance

We want to help you attend as much as possible and arrive on time to all timetabled lessons. Attending lessons regularly gives you the best opportunity to learn, achieve your goals and succeed on your course.

You are expected to:

- Arrive on time to all timetabled lessons,
- Inform the College and provide a reason if you are unable to attend,
- Prioritise attendance and engagement in all aspects of your course.

If you are unexpectedly absent, for example due to illness or unplanned caring responsibilities, you must follow the College Absence Procedure by emailing absence@ccn.ac.uk by 8.00am on the day of your absence.

If there are reasons why you may find attendance difficult, we encourage you to discuss these with your course team so that they can work with you to identify solutions and put appropriate support in place.

Information sharing

When you identify as a Young Carer or Young Adult Carer at application or enrolment this information will be recorded as part of your personal information and made available to relevant College staff who may support you

The Education Support Work team will reach out to you via email at the start of term to introduce themselves, offer support and ask who, if anyone, you would like this information shared with. We encourage you to share this information with your teachers, as it helps them better understand your circumstances and ensure the right support is available for you at college.

We recognise that we will sometimes need to share information about you with others to make sure that we can get the right support in place for you. In all cases we will speak to you before sharing your information to check that you are happy for us to do so. If you do not give your consent, we will not share information about your status as a Young Carer or Young Adult Carer.