

# STEP ③

## Step 3: Introducing a Young Carers School Operational Lead



## Key information

To ensure the effective management of the school's provision for young carers, it is crucial that each school's Senior Leadership Team (SLT) identifies a member of staff who will act as a Young Carers School Operational Lead in the school. This member of staff should understand young carer issues and be clearly identifiable to pupils, families and staff.

## What is the role of the Young Carers School Operational Lead?

As part of their wider role within the school, the Young Carers School Operational Lead should:

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**“It would help me if my school understood [the] pressures at home ... with extra help I could achieve better grades.”**

Young carer

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- Manage the school's provision for young carers and their families on a day-to day basis.
- Act as the main contact for young carers and their families in the school.
- Advise and support school staff about how to identify and support young carers.
- Be the contact point for external agencies, such as the school nurse and local young carers service, and feeder/linked schools, supporting effective inter-agency working to meet the needs of young carers and their families.

## Which member of staff should carry out this role?

Depending on the size and structure of the school, SLTs may decide that the role of the Young Carers School Operational Lead should sit within the wider work of the school's SLT or should be delegated to another member of staff. This may be, for example, your school's Inclusion Manager or Officer, Pastoral Lead, SENCO, a Learning Mentor or another member of staff with specific interest in this work.

Step 3 Tool 1: How to identify which member of staff is best placed to become the Young Carers School Operational Lead, supports schools by setting out the actions that need to be carried out at an operational level to ensure the effective identification and support of young carers in schools.

In quantifying the post, your school may want to consider allocating an additional Teacher Learning Responsibility point to this role. As many young carers are eligible for Pupil Premium funding, schools may wish to consider use this funding stream to this end.

## What is the key first action for the Young Carers School Operational Lead?

The Young Carers School Operational Lead should ensure they themselves understand young carers' issues (see Step 1: Gaining an understanding about young carers).

Where the role is delegated, it is important that the Young Carers School Operational Lead is supported by a Young Carers Senior Leadership Team Lead.

## What other local and national support is available for the Young Carers School Operational Lead?

There is a variety of support available for the Young Carers School Operational Lead including:

- The Young Carers in Schools regional networks (<https://youngcarersinschools.wordpress.com/events/>) bringing together schools, young carer services, and health and social care professionals for peer-to-peer learning and training. Opportunities will be available online and face-to-face to make sure everyone can get the best from these networks. These networks are currently funded until March 2017.
- Young Carers in Schools termly newsletter – highlighting policy developments, good practice and news from the Young Carers in Schools programme.

Other organisations in the local community, including the local young carers service and emotional wellbeing support may also be able to provide advice, guidance and training.



For more information about the role and responsibilities of school leaders in ensuring effective young carers provision, see Step 2: Securing commitment of school leaders.



Introducing a Young Carers School Operational Lead, who is clearly identifiable to pupils, families and staff, will help your school achieve the Bronze level of the Young Carers in Schools Award.

Accessing local and national external support to develop practice will help your school achieve the Silver level of the Young Carers in Schools Award.



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