

09 Effective partnership with young carers services: a checklist

This has been developed with the view that schools will tailor the information to fit their own school and the support put into place for young carers and their families.

Tasks	✓
Verify the young carers' service CRB checks.	
Agree child protection procedures and how the young carers' service will work with these through the school.	
Agree procedures for data protection and data sharing.	
Be clear of the scope and capacity of the young carers' service.	
Understand the eligibility criteria that the young carers' service works to and which pupils they would work with.	
Agree which staff member(s) will be the main link between school and the young carers' service.	
Agree on aims and objectives for the work to be undertaken in school.	
Agree on a protocol for when and how parents are informed of the involvement of the young carers' service.	
Agree on a protocol for if and when the young carers' service can contact the young carer or family independently of the school.	
Agree on rooms, equipment and resources the young carers' service can use. Offer rooms with privacy, where pupils feel comfortable.	
Agree methods of communication between the school and the young carers' service.	
Agree how pupils will communicate with the young carers' service.	
Understand the procedures for when and how pupils might be supported externally by the young carers' service.	
Set up a pigeon hole for the young carers' service.	
Support the young carers' service to use specific funding streams accessible to schools.	
If appropriate make the young carers' service the school's charity.	
Put information about the young carers' service on a notice board and consider adding the young carers' service staff photos.	