

## Carers

## 2. Background

- 2.1. Research from Carers UK\*<sup>1</sup> suggests that as many as 1 in 7 people in UK workplaces are juggling work and caring responsibilities. Caring for another person can have significant impacts on finances, health and employment. The average person has a 50:50 chance of caring by the age of 50.
- 2.2. 59% of unpaid care is undertaken by women (Census 2021). Women are also more likely to become carers and to provide more hours of unpaid care than men. More women than men provide high intensity care at ages when they would expect to be in paid work (Petrillo and Bennett, 2022) \*<sup>1</sup>.
- 2.3. Many working carers also face being tired, stressed and struggling to manage their own health as well. As a result, on average 600 people a day leave work to care (Carers UK, Juggling Work and Care) \*<sup>1</sup>.
- 2.4. Additional research also suggests that 1 in 3 NHS staff provide unpaid care (NHS staff survey, 2022) \*<sup>1</sup>.

\*<sup>1</sup> Source: [Carers UK](#) – [accessed 4<sup>th</sup> October 2023]

## 3. Purpose

- 3.1. The purpose of this policy is to ensure that staff who have caring responsibilities for another person outside of their place of work understand their rights, entitlements and are also encouraged to identify themselves and ask for help when they need it.
- 3.2. Salisbury NHS Foundation Trust is committed to ensuring that our staff who hav0 1 142.94 608.74 Tm0.2 g0.2 G[(5)-3(9)-3(% o)3(f )-3(u)6(n)-3(p)-3(a)-3(i)12

disability, mental health problem or an addiction and cannot cope without their support. The care they give is unpaid.

- 4.2. The activities that carers undertake are wide ranging, including help with personal care; help with mobility; managing medication; practical household tasks; emotional support; and help with financial matters or paperwork.
- 4.3. **Staff carers** are defined as employees of the Trust who identify with the carer descriptions in 4.1 and 4.2. When referring to carers, this definition is inclusive of both adult and young carers, however for the purposes of this policy, the assumption of a staff carer is that they are an adult.
- 4.4. Caring for children without additional needs is covered under the parental leave guidance [section of the](#)

## **6. Challenges of Caring**

- 6.1.** Caring responsibilities can be transient or long-term, they can be stable and manageable for significant periods of time and then spontaneously change.
- 6.2.** Caring can be unpredictable and triggered by a crisis situation. It can happen suddenly

help Line Managers and the Trust to provide appropriate support when this is needed.

- 8.2.** The Trust are committed to developing a compassionate culture where line managers and staff carers are engaged in regular and open dialogues about caring responsibilities. It is important that staff feel



**11.4.** This leave can be used for planned and foreseen caring commitments.

<https://www.legislation.gov.uk/ukpga/2023/18/enacted> [accessed 9<sup>th</sup> November 2023]

## **12. How**

**12.1.** Carer's leave is a day one right for all employees at the Trust.

**12.2.** Y

**13.3.** Employees can make a formal request ([Flexible Working Policy](#)) for flexible working. This request must:

**13.3.1.** Be made in writing

**13.3.2.** The Trust has the right to refuse the request if there is a valid business reason for doing so. However, if this request is refused, the employee is entitled to appeal the decision informally, by talking to their line manager, or formally in writing.

**13.3.3.** Your employer must consider your request within 10 calendar days of receiving your request, either by arranging a meeting with you (to discuss it in more detail) or by confirming it has been agreed in writing.

**13.4.** Any adjustments agreed should be documented using the appropriate application forms and reflected in ESR.

**13.5.** The Trust offers various opportunities for flexible working – these are summarised below, full details of these can be found in the [Flexible Working Policy](#) along with the necessary application forms and ESR recording guidance.

## **14. Support for Line Managers**

**14.1.** The Staff Carers Network are able to offer short team talks or dedicated line manager training sessions. These sessions are aimed at helping staff to identify and support others who may have caring responsibilities outside of work.

**14.2.** Training and talks aim to cover:

- Barriers to identifying carers in the workplace
- The importance of regular wellbeing conversations; flexible working and compassionate leadership
- How to record a carer on ESR
- An introduction to Carers Rights and the new Carers Leave Act 2023
- Signposting for support


See links below for more information on SaLi intranet, regarding the above topics:







## Appendices

Appendix	Title	File / Link
A	Types of Flexible Working	

<b>Post Holder /Author Responsible for Policy:</b>	Victoria Aldridge – Chair of Staff Carers Network
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