

SRUC action plan 2018 -19 to support our students who are Care Experienced or are a Carer

This provides an update to the progress from the initial plan in 2016 -17 (and 2017-18) and sets out the 2018 -19 action plan, identifying actions which will further SRUC's engagement and support with students who are care experienced or who have carer responsibilities. The action points identified for 2016 -17 have been retained on this document in order to enable progress to be tracked. It is also of note that the review of Student Support Services which took place in May 2017 commended

'the work undertaken to support students who are care experienced, or may be a carer, at all stages of the student journey'.

SRUC provides formal education opportunities from access to postgraduate level from its six campuses, and by distance learning. Its curriculum focuses on land-based subjects, providing a vocational educational experience to approximately 2,500 on-campus students annually. SRUC strives to offer each of its students an inclusive and accessible learning environment and equality of opportunity. Its class size enables an informal but effective student support service when compared with the regional Colleges or Scottish Universities. Feedback and retention experience has shown that this is often appreciated by our students who feel they are an individual and SRUC provides them with a personalised service.

Individuals seeking to study at SRUC who have a care experienced background can be assured that as a Corporate Parent SRUC has made public its commitment of support of those who are care experienced. Corporate Parents have statutory duty under Part 9 of the Children and Young People (Scotland Act) 2014 to

- be alert to the needs of care experienced individuals,
- to assess the needs of care experienced individuals seeking entry to or studying with SRUC
- to promote the interests of care experienced individuals
- to seek to provide opportunities to those individuals from care experienced backgrounds
- to take action to help care experienced individuals to access opportunities and make use of services and support provided
- to take action to improve SRUC in its Corporate Parent role

In embracing its responsibilities SRUC extends its offer of Corporate Parenting to all potential or enrolled students who have experience of care or being looked after (as defined by legislation). This is because SRUC recognises the impact of early life experience. In order for SRUC to fully support those potential or enrolled care experienced students, SRUC encourages disclosure by individuals of their care experienced background at any time of the student journey.

To progress its Corporate Parenting responsibilities, SRUC has a designated member of staff who acts as an impartial enabler of internal support for disclosed care experienced young people who engage with SRUC. The Senior Tutor at the prospective or enrolled campus fulfils the role of local named member of staff for care experienced students.

In 2018 -19 forty nine FE/HE enrolled students have indicated through the application or enrolment process that they were care experienced. This is a slight increase from the previous year, and shows a significant increase from the initial target of twelve, as identified in the Outcome Agreement. 12 of the 2018 - 19 enrolments are students who are progressing or continuing from the previous year. This continued increase reflects positively on the work undertaken by SRUC to ensure that applicants and students have multiple opportunities to declare their care experienced status within a supportive, safe and inclusive way.

Similarly, students who declared care responsibilities have increased significantly in 2018 -19 from fifty three to ninety six. Thirty of these students are progressing within or continuing their programme with SRUC in 2017 – 18. Care has been taken to ensure students understood what is meant by a carer in the context of SRUC's definition, as this had proved to cause some confusion in previous years.

This action plan continues to set out SRUC's services and internal processes for students who are care experienced, and acknowledges "Getting it Right for Every Child" and the SHANARRI¹ principles which underpin it.

SRUC also recognises its commitment to those students who have caring responsibilities. In considering these, it sees many similarities in its response to the needs of carers with those who are care experienced. Therefore, this plan also reflects upon SRUC's intended actions which were identified for 2017 to develop its services for our students who are carers, and the progress that has been made.

Authors S Filby/A Halliday

Initial consideration of plan for 2016-17 by CELCIS

The plan is reviewed and approved by the Student Support and Engagement Committee at its Autumn meeting each year

This update to be reviewed and updated by 30th November 2019

¹ SHANARRI is the acronym for the eight wellbeing indicators which children and young people need to progress in order to do well now and in the future. These are; Safe; Healthy; Achieving; Nurtured; Active; Respected; Responsible; and Included.

OBJECTIVE	ACTIONS	Responsibility	By when	How measured	Reference to Part 9
Objective One: Provide formal and informal confidential means for prospective students, applicant and enrolled students to identify themselves as care experienced or carers.	<ul style="list-style-type: none"> Application – care experienced is already on SRUC application form and UCAS. Declaration opportunity for carer was added to SRUC form for 2016/17. SRUC has supported the petition to include the opportunity to declare Carer status on the UCAS form (signed April 2016). 	Admissions Manager	Completed in 2016/17	Flag is included on the admissions record and care Experienced/ Carers Adviser is updated by Admissions when triggered.	a b c d e f c f
	<ul style="list-style-type: none"> On-line Enrolment – care experienced and carer was included in on-line enrolment from 2016/17. As part of the Student Services reporting requirements, a review of student enrolment function will take place, to ensure that all information is consistently reported as appropriate. 	Education Business Support Manager	Completed in 2016/17 Summer 2019	Automatic updates are now sent to Care Experienced / Carers Adviser	a b e f

OBJECTIVE	ACTIONS	Responsibility	By when	How measured	Reference to Part 9
	<ul style="list-style-type: none"> Funding application - The opportunity to declare when applying for SRUC managed funding is already in place. This provides another opportunity for students to make their Care Experienced or Care responsibilities known and enables SRUC to prioritise funding allocations to benefit these students. Implement SFC funding stream for students with Care Experience Updates sent to Student Information Officer (FE) to provide system of checks, thus ensuring that SFC funding stream for students with Care Experience is applied appropriately. 	<ul style="list-style-type: none"> Student Experience Manager (Trust Funded support) Education Information Manager (FE) (SAAS/SFC support) Education Information Manager (FE)	Completed in 2016/17 Completed 2018 / 19 Completed 2018 / 19	In place for all SRUC administered student financial support. In place for all SRUC administered student financial support.	a b d e f
	<ul style="list-style-type: none"> Flow diagram developed for staff indicating all the possible ways students may formally and informally declare pre-application onwards) and detailing how to ensure declarations are passed to the Care Experience/Carers Adviser and what actions are taken. 	Care Experience/ Carers Adviser	Complete	Include in interview guidelines (where appropriate)	a c f

OBJECTIVE	ACTIONS	Responsibility	By when	How measured	Reference to Part 9
	<ul style="list-style-type: none"> Poster and leaflet produced for care experienced students Feedback on impact to be gathered and reviewed as part of survey of students in Spring 2018. Nil response to 2018 survey. To be distributed earlier in academic cycle 2018 / 19. Paper and electronic versions to ensure equality of opportunity. Refreshed materials to be produced for Summer 2019 	<p>Care Experienced / Carers Adviser/ Senior Tutors</p> <p>Care Experienced / Carers Adviser/ MRSO</p>	<p>Completed Spring 2018</p> <p>March 2019</p> <p>May 2019</p>	<p>Student feedback / end of course survey</p>	<p>c d e f</p>
	<ul style="list-style-type: none"> Poster developed and displayed for students who are carers. 	<p>Care Experienced/ Carers Adviser/ Senior Tutors</p>	<p>Completed in 2016/17</p>	<p>Poster displayed March 2017</p>	<p>c d e f</p>
	<ul style="list-style-type: none"> Carers leaflets available at Education Offices and at recruitment events. Refreshed materials to be produced for Spring 2019 	<p>Care Experienced/ Carers Adviser/ Senior Tutors/ MSROs</p>	<p>Completed in 2016/17</p> <p>April 2019</p>	<p>Leaflets issued 2016</p> <p>Student feedback / end of course survey</p>	<p>c d e f</p>
	<ul style="list-style-type: none"> Posters promoting the benefits of students disclosing their care experienced/carers background produced. 	<p>Care Experienced/ Carers Adviser and Marketing and Student Recruitment Manager</p>	<p>Completed in 2016/17</p>	<p>Posters displayed March 2017</p>	<p>c d e f</p>

OBJECTIVE	ACTIONS	Responsibility	By when	How measured	Reference to Part 9
Objective Two To have accessible and timely management information to ensure care experienced students and students who are carers are supported and monitored during their time with SRUC.	<ul style="list-style-type: none"> Prospective students known to SRUC will be signposted to the dedicated support at the earliest opportunity and contact made so they are aware of the support available to them through the application process. A MSRO is part of the review group Training session as part of MSRO meeting to take place Spring 2019 	MSROs/ Care Experienced,/ Carers Adviser	Ongoing	Links with applicable local agencies to highlight this	a b d e f
	<ul style="list-style-type: none"> Application updates to be provided detailing declared care experienced/carers. This is to enable contact to be made by the Care Experienced, /Carers Adviser and the dedicated support available highlighted as the applicant progresses through the selection process. This is included in the flow chart for staff. 	Admissions Manager/ Care Experienced,/ Carers Adviser	Complete	Meeting records on UnitE to record individual discussions	a b d e f
	<ul style="list-style-type: none"> Reports to be run once enrolment has taken place and as required throughout year to monitor students' progress and initiate any necessary interventions. This is included in the flow chart for staff. This acts as a useful crosscheck with the Education Information Managers to ensure that declarations are fully reported and retained within UnitE. 	Care Experienced,/ Carers Adviser	Ongoing	Meeting records on UnitE to record individual discussions	c d e f

OBJECTIVE	ACTIONS	Responsibility	By when	How measured	Reference to Part 9
	<ul style="list-style-type: none"> Names of students applying for funding throughout year who declare care experienced or carer status to be notified to Care Experienced/Carers Adviser who will cross check, update the student record and initiate support (as required). This is included in the flow chart for staff. 	Central funding team/ Student Experience Administrator/ Care Experienced/ Carers Adviser	Ongoing	Meeting records on UnitE to record individual discussions	a e f
	<ul style="list-style-type: none"> Declarations coming from PSPs or safeguarding/risk assessment activities will be passed to the Care Experienced/Carers Adviser for appropriate recording on the student record and action. This is included in the flow chart for staff. 	Learner Engagement Manager/ Academic Support Tutors/ Senior Tutors	Ongoing	Meeting records on UnitE to record individual discussions	a e f
	<ul style="list-style-type: none"> Metrics on the enrolment/retention/achievement of care experienced students and students who are carers will be generated at the end of each year and included in the annual review. The number of enrolled care experienced students and students who are carers will provide the benchmark on which an annual increase (to be included in the Outcome Agreement) will be set. These figures are checked against UnitE reports to ensure accuracy. 	Care Experienced Adviser/Carers Adviser	Ongoing	Details included within annual report	c f

OBJECTIVE	ACTIONS	Responsibility	By when	How measured	Reference to Part 9
	<ul style="list-style-type: none"> An evaluation process will be developed in consultation with Care Experienced students and Student Carers and take place in spring each year. This will enable a qualitative review of SRUC's services for these students to be undertaken. Due to lack of feedback from student surveys in spring 2018, to be distributed earlier in academic cycle 2018 / 19. Paper and electronic versions to ensure equality of opportunity. 	Care Experienced/ Carers Adviser	Spring 2018 May 2019	Details included within annual report.	a c e f
<p>Objective Three:</p> <p>Maximise care experienced and carer opportunities to succeed.</p>	<ul style="list-style-type: none"> The emerging faculty structure provides the opportunity to review this provision, whilst maintaining the expertise provided by the Care Experienced / Carers Adviser. The operational role will be replicated at each faculty, with the Care Experienced / Carers Adviser having an overall co-ordinating, reporting and central knowledge support role, who works with the Student Experience Manager to progress SRUC's responsibilities and aspirations for these students. 	Deans of Campuses/ Student Experience Manager	Ongoing	Updated record to be maintained at Faculty level, notifying appropriate Senior Tutor who will act as named support during each academic year. Overarching records to be drawn from these records, by SRUC Care Experience / Carers Adviser	a c d e f

	<ul style="list-style-type: none"> Attendance report checks to be undertaken by the Senior Tutors with follow up by Year Tutors and reasons/support provided discussed with the student. Outcomes notified to faculty Care Experienced/Carers Adviser (who may also be involved in discussion and the provision of support as appropriate). The SRUC Care Experienced/Carers Adviser will create an attendance list for each campus which the Senior Tutors will use. 	Senior Tutors/ Year Tutors/ SRUC's Care Experienced/ Carers Adviser	Ongoing	Meeting records on UnitE to record individual discussions	a b e f
	<ul style="list-style-type: none"> SRUC residences/landlord Guarantor scheme to be explored for Care Experienced students. A wider guarantor scheme is being looked into by SRUCSA. 	Care Experienced Adviser/ Residential Services Manager/ Finance	August 2019		

OBJECTIVE	ACTIONS	Responsibility	By when	How measured	Reference to Part 9
	<ul style="list-style-type: none"><li data-bbox="683 263 1176 598">• Achievement checks and follow up by Year Tutors and reasons/support provided discussed with the student. Outcomes notified to SRUC’s Care Experienced,/Carers Adviser (who may also be involved in discussion and the provision of support as appropriate.<li data-bbox="683 606 1176 734">• End of year review of overall completion/achievement/progression to be included in annual review.<li data-bbox="683 742 1176 1013">• From Academic Year 2019 / 20, it is intended these achievement and other checks will be completed in the first instance at Faculty level and then drawn together to complete an overall report by SRUC’s Care Experienced/Carers Adviser	Year Tutors/ SRUC’s Care Experienced/ Carers Adviser Faculty Care Experienced/ Carers Advisers/ SRUC Care Experienced/ Carers Adviser	Ongoing	Meeting records on UnitE to record individual discussions	a e f

	<ul style="list-style-type: none"> End of year report on the completion/achievement/progression metrics, support (including financial) to, and feedback from declared care experienced students and students who are carers to be produced and considered by the Student Engagement and Support Committee. The report will also include the draft plan for the subsequent academic year. 	SRUC's Care Experienced/ Carers Adviser/ Student Experience Manager	Ongoing – to be received at Student Support and Engagement Committee's term one meeting.	Report presented and considered	c e f
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OBJECTIVE	ACTIONS	Responsibility	By when	How measured	Reference to Part 9
<p>Objective Four:</p> <p>To promote SRUC as a FE/HE choice for those who are care experienced students and students who are carers.</p>	<ul style="list-style-type: none"> Contact to be made with appropriate charities (Barnardo's/others) and the local authorities within 25 miles of each campus indicating SRUC's ability and willingness to provide next steps for those who are care experienced or known carers. Geography and resources have proved to be a barrier to successfully undertaking this work. The proposal to regionalise activity to each faculty will provide an opportunity to provide better local engagement at an operational level. 	Faculty Care Experienced/ Carers Advisers with assistance from the Inclusion Support Co-ordinator	Ongoing	Details included within annual report	c d f
	<ul style="list-style-type: none"> Continue to input to 'Who Cares?' and 'Propel' digital and printed materials and develop SRUC material (including website and prospectus and appropriate social media linkage to national campaigns). 2019 Prospectus and future editions include information for Care Experienced applicants. 	Care Experienced/ Carers Adviser and Marketing and Student Recruitment Manager	Ongoing	Details included within annual report	c d f
	<ul style="list-style-type: none"> SRUC's Corporate Parenting responsibilities to be displayed at all campuses as part of our 4Ps (Protect/Parent/Prevent/zero Prejudice commitment). 	Student Experience Manager	Completed in 2017 / 18	Posters displayed at all campuses. Details included within annual report.	c d f
	<ul style="list-style-type: none"> Include Care Experience in the definition of widening access students in prospectuses 	Marketing and Student Recruitment Manager	Completed 2018 /19	Included in 2020 prospectus	

Objective Five: To ensure staff have the knowledge and skills to support SRUC's services for care experienced students and carers.	<ul style="list-style-type: none"> Care Experienced/Carers Adviser to participate in appropriate Scotland's Colleges' networks, Who Cares? and CELCIS groups to enable operational support. 	Care Experienced/Carers Adviser	Ongoing	Feedback to Student Experience Manager and, as appropriate to Senior Tutors	a c d f
	<ul style="list-style-type: none"> Care Experienced/Carers Adviser to provide staff development sessions as required 	Care Experienced/Carers Adviser	Ongoing	Details included within annual report	c d f

OBJECTIVE	ACTIONS	Responsibility	By when	How measured	Reference to Part 9
	<ul style="list-style-type: none"> Participation in appropriate strategic sector level activities which support the development of SRUC's services to care experienced students and students who are carers. 	Student Experience Manager	Ongoing	Details included within annual report	a c d f
	<ul style="list-style-type: none"> Care Experienced/Carers Adviser to convene an annual review meeting with Student Experience/Learner Engagement / Admissions/Marketing and Student Recruitment representative/Student Information (FE) Managers and a representative from the Senior Tutors group to review practice, metrics and sector developments. The outputs of these meetings will be reported to the Student Engagement and Support Committee. 	Care Experienced/ Carers Adviser	September each year	Outputs of meeting included within annual report	a c d e f
Objective Six: To raise awareness of new Executive Leadership Team and Board members of their Corporate Parenting responsibilities	<ul style="list-style-type: none"> Agree with SRUC Company Secretary (for Board) and Academic Director (for ELT) how awareness raising might best be undertaken. Expertise from Who Cares? may be brought in. Discussion held – Board Secretary to take matter forward 	Student Experience Manager	31 st December 2019	Outcome to be reported in Annual report	a c d e f