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**Employer Survey: How working carer friendly are you as an employer?**

All of the evidence suggests that if you support your working carers there will be a direct impact on the organisation in terms of morale, employee retention, reduced stress, increased performance and the overall performance of the organisation.

Take our carer friendly self-assessment to see how supportive you are.

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| 1. Identification of Working Carers | Yes/No/partially |
| Is there clarity in the organisation about what is meant by the term “carer”? |  |
| Is there a system in place to enable carers to recognise or identify themselves if they choose to:   * through having a question about caring in employee surveys? * through specific employee surveys and consultation on carers? * via the recruitment and induction process? * via employee appraisals or one to ones? * through a voluntary carers register? * Other methods? |  |
| Does your organisation know how many carers you have in the workforce through:   * Statistics of how many have declared their caring role? * Statistics of how many have reduced their hours because of caring roles? * Statistics of how many have left the organisation because of caring roles? * Other methods? |  |

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| 1. Carers Policies and Processes | Yes/no/partially |
| Are carers recognised within your organisations HR policies? |  |
| Is there a statement which makes specific reference to supporting carers within the organisation? |  |
| Is there knowledge of and adherence to the minimum statutory employment rights for working carers? |  |
| Is there an explicit carers policy in place or a separate section within HR policies which recognises carers as a specific group? |  |

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| 1. Workplace Support | Yes/no/partially |
| Is information on external sources of support and services for  carers available? |  |
| Do you provide external advice and support sessions via Carers Leeds for individuals during working hours? |  |
| Are options for carers to benefit from additional practical support in the workplace identified:   * Paid carers leave * Unpaid carers leave * Career breaks * Carers “passports” * Flexible working * Temporary part time working * Time off for appointments |  |
| Can carers access other practical workplace support? |  |

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| 1. Communication, Awareness and Training | Yes/no/partially |
| Are policies and available workplace support communicated to all levels of the workforce? |  |
| Are awareness raising activities undertaken in the workplace:   * Awareness training for managers? * Awareness training for all employees? |  |
| Does the organisation engage in wider community based awareness raising activities or employer forums to communicate the business? |  |

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| 1. Peer Support | Yes/no/partially |
| Are carers supported to engage with other carers?   * On line forums * Internal working carers forums |  |
| Are carers supported by and do they support other carers? |  |