

Date:

To Whom It May Concern,

We are writing to confirm that (enter your name and address HERE), is registered with us, **Carers in Bedfordshire,** as an unpaid carer of her family member(s) diagnosed with a chronic medical health condition(s).

NHS England states that “*A carer is anyone, including children and adults who looks after a family member, partner or friend who needs help because of their illness, frailty, disability, a mental health problem or an addiction and cannot cope without their support*.” ([NHS England](https://www.england.nhs.uk/commissioning/comm-carers/carers/)). This is in line with the Care Act 2014.

Please add this information to ((enter your name HERE) HR record as according to the Employment Law, he/she/they (delete or change accordingly), as an unpaid carer, can benefit from the carer employment rights entitlements such as:

* Not to be discriminated against in the workplace
* More flexible working arrangements including working from home, compressed hours, flexible start and finish
* Emergency leave in order to care for a person needing her care
* The right to Carers unpaid leave – from 6th April 2024 this become a law so organisational polices should be updated accordingly Unpaid carer’s leave - GOV.UK (www.gov.uk)

For further information about Carers in Bedfordshire and the support we provide visit [www.carersinbeds.org.uk](http://www.carersinbeds.org.uk/) and [**https://carers.org/downloads/resources-pdfs/working-for-carers/carers-rights-at-work.pdf**](https://carers.org/downloads/resources-pdfs/working-for-carers/carers-rights-at-work.pdf)

Kind regards,

Carers in Bedfordshire  
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