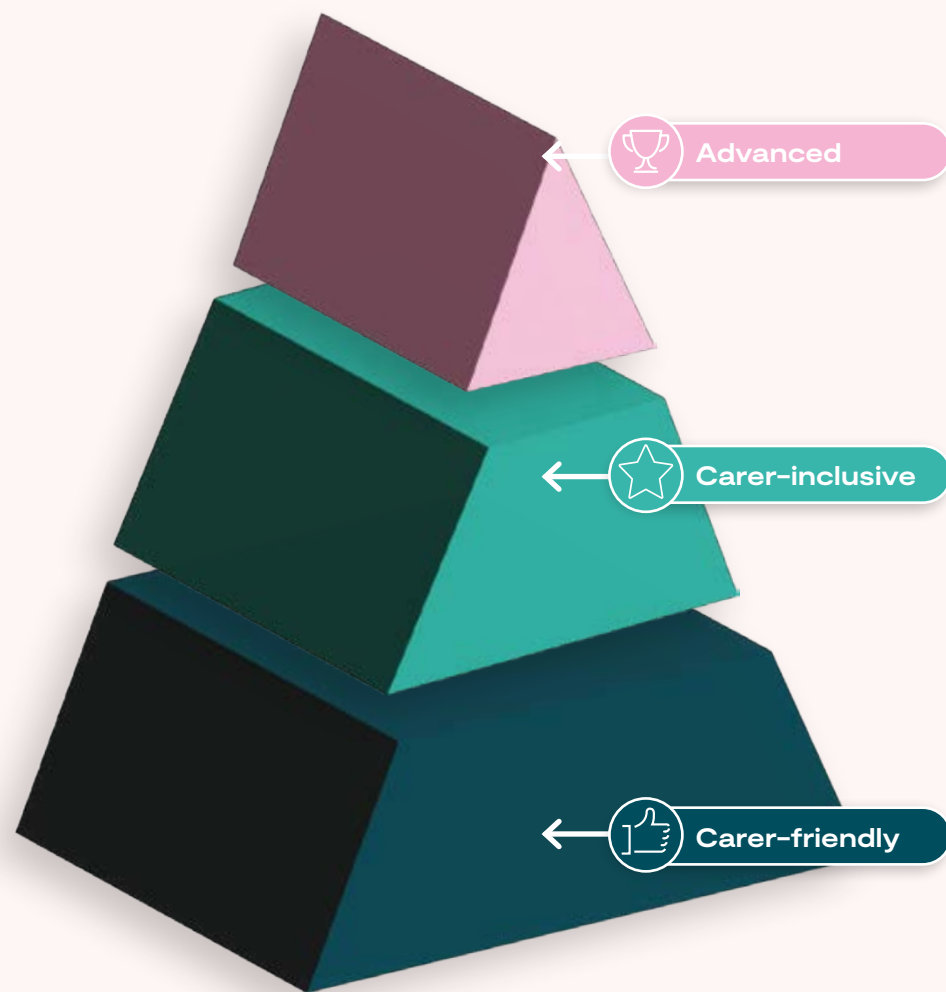


A Carers Guide For Conference Organisers

Addressing the challenges faced by academic carers who travel requires systemic changes to funding, policy, and culture. By implementing these recommendations, we can create a more inclusive and supportive environment for researchers with caregiving responsibilities, ultimately enhancing the diversity and sustainability of the community.



Advanced – “Carer-embedded”

- Allocate budget to provide flexible carer grants with minimal administration and immediate reimbursement.
- If partnering with local childcare providers to offer on-site care ensure it fully meets the needs of carers.
- Create family-friendly spaces with activities and integrate dependants into networking opportunities.
- Incorporate previous feedback in event planning.
- Obtain personalised feedback from carers for future action.

Intermediate – “Carer-inclusive”

- Provide information on external travel and conference grants.
- Release full schedule and accommodate flexibility in invited presentation times.
- Provide information on nearby childcare facilities and eldercare services.
- Negotiate discounted rates for family-friendly accommodation.
- Provide welcoming and varied caring spaces e.g. separate childcare room and a private breastfeeding/pumping room with fridge.
- Nominate a dedicated point of contact sensitive to carers’ needs.

Foundation – “Carer-friendly”

- Acknowledge varied caregiving needs
- Provide early notification of meetings to allow ample planning time.
- Seek information regarding dependant needs at registration
- Offer flexible registration options, including refundable and/or part attendance registration.
- Ensure meaningful online participation including networking if event is hybrid.
- Provide a private space for caregivers e.g. for breastfeeding/medical calls
- Adhere to advertised schedules (with adequate breaks) to allow carers to attend to dependant needs (check-ins, to pump, dispense medication etc.).
- Organise family-friendly networking, considering time/availability in evenings.
- Collect feedback relating to caring to identify areas for improvement.