

Cumbria County Council



Draft for Consultation

**Short Breaks Services Statement 2016
for
Children and Young People with a Disability aged 0-19
and their Families**

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Introduction

Welcome to Cumbria County Council's (the Council) Short Breaks Services Statement. This statement has been reviewed and updated in consultation with parents and carers of children with special education needs and/or disabilities (SEND) and Cumbria Parent Carer Forum. It is:

- a guide to the Short Breaks Services offered by the Council to support your family
- published on the Council's website and the Local Offer website

The Council is committed to delivering a range of Short Breaks, often referred to as activities, for children and young people with special education needs and disabilities, their parents/carers and families to enable all to lead healthy, full and fulfilling lives.

Who is a Short Break for?

Our Short Breaks Service is open to all families living in Cumbria who have a child or young person with special education needs and/or disabilities (SEND) who is assessed as requiring a Short Break.

As a general guide, these services will be for children aged between 0 and 18. However, the actual age at which these services are provided for each individual, and the age at which they cease, will be determined through the ECHP process, the Child in Need process and Ofsted registration of services.

What do we mean by disability?

The Council applies the Equality Act 2010 definition that tells us a Disability is: 'a physical or mental impairment which has a substantial and long-term adverse effect on their ability to perform normal day to day activities'.

This statement refers to 'Additional Needs' as some parents, carers and young people prefer this term. Short Breaks are only intended for children and young people who have impairment. There is other support available from Children's Services and other organisations for children and young people with additional needs resulting from abuse or trauma for example, but who do not have a 'Disability'.

What is a Short Break?

Short Breaks are fun or educational activities for children and young people with SEND, allowing parents and carers of children and young people with SEND to take a 'Short Break' from caring. They:

- are offered for just a few hours, during the day, during the evening, overnight, for the weekend or in the school holidays
- take place in the child's own home, the home of an approved carer, a residential or a community setting
- offer different levels of support to families

- could be:
 - a fun group activity once a week after the normal school day has ended either in the Short Breaks Hub, school, local leisure centre or other community settings
 - 1 to 1 support tailored to meet the needs of your family and child
 - a fun activity that includes the whole family to enjoy together on a weekend
 - an overnight or weekend stay in residential children's home
 - in your home, with specialist support
 - additional support for a child or young person to join a club in their community
 - a personal budget, enabling you to purchase your Short Breaks independently

How can Short Breaks help me and my family?

For your child or young person:

- Stronger relationships between children and young people and their carers;
- Achievement of personal goals and the learning of new skills;
- To develop a sense of independence and gain more confidence;
- To take part in exciting activities that interest them with more opportunities:
 - for independence, choice and personal development;
 - to access positive activities and social experiences;
 - to spend time with friends and peers and make new ones;
- An environment in which they feel safe.

For you:

- Having an opportunity to enjoy their life outside of your caring role;
- Reduction in feelings of stress and spend time pursuing your own interests;
- Confident that your child is having fun in a safe environment with skilled and competent staff who understand their needs;
- Greater confidence in your ability to cope in your caring role;
- Meeting and get to know other families who share similar experiences;
- Spending time with your other children or all together as a family;
- Confidence that provision is of a high quality;
- Having an opportunity to feedback to help plan future services.

What services are available?

Children with a lower level of need Universal Services	Children who have been identified as having a Special Educational Need Targeted Short Breaks Services	Most complex needs Specialist Short Breaks Services
<p>Activities available to all children and young people without the need for an assessment</p> <p>You may access these activities independently or with a bit of extra support.</p>	<p>Activities available to all children and young people with SEND who have been assessed as requiring a Short Break.</p>	<p>Activities available to all children and young people with SEND who have been assessed as requiring a Specialist Short Break.</p>
<p>Examples of activities</p> <p>After school Clubs, Children’s Centres</p> <p>Residential school activities</p> <p>Clubs, scouts, brownies, guides</p> <p>Play and holiday schemes</p> <p>Youth clubs, leisure centres, sports clubs</p>	<p>Examples of activities</p> <p>Specific group activities: a fun group, once a week after the normal school day has ended either in the Short Breaks Hub, school, local leisure centre or other community settings</p> <p>Specific groups: autism, visual impairment</p> <p>Holiday activities: full days, half days, family day</p> <p>Specific days out: farm days, multi-sport clubs, horse riding, bowling</p> <p>Extra support (1:1): to enable child to access activities and opportunities in the local community</p>	<p>Examples of activities</p> <p>Residential overnight</p> <p>Family based overnight</p> <p>Home care</p> <p>Personal Budget</p> <p>Extra support (1:1): to enable child to access targeted and universal services.</p>



What are universal services?

Many families with Disabled Children will not require or choose not to have any extra help because they will be sufficiently supported using 'Universal Services'. Universal Services are those, which are used by and benefit all children and families. For example health visiting, leisure activities provided at your child's school or through local community groups and organisations.

Universal Services are open access to all members of the community, who choose to use them. An increasing number of Universal Services are available, without the need of a formal assessment these may include Children's Centres, Early Years Settings, Schools, libraries, youth clubs, leisure centres, scouts, brownies and sport clubs.

You may still want advice, information and guidance which we will of course provide as needed.

How can Universal Services help me?

Universal Services offer activities that enable all children and young people to have fun, enjoy themselves and make friends, including those with SEND.

A number of children and young people with SEND access quality Universal Services and/or a mixture of Targeted Short Break Services.

Can Universal Services support my child?

We recognise that children and young people with SEND can have additional support requirements. We encourage parents and carers to access Universal Services and the Council is committed to working in partnership with Universal Services to improve access for children and young people with SEND, and their families, and to ensure the provision of appropriate skilled support.

Where do I go to find out more information about Universal Services/Activities available in my local area?

Many Universal Services advertise their activity opportunities within the local community. The Council's Local Offer aims to provide clear and accessible information about available support and services, for families who have a child with a disability, in one place. It is published on our website and sets out the service provision available across education, health and social care. It has two key purposes:

- To provide clear, comprehensive, accessible and up-to date information about provision and how to access it

- To make provision more responsive to local needs and aspirations by directly involving disabled children and those with SEND, and service providers in its development and review

Parent/carer groups and children and young people have helped to produce the Local Offer, and we continue to involve them in the development of this by monitoring which provision and services are needed.

You can access the Local Offer on the link below:

<http://search3.openobjects.com/kb5/cumbria/fsd/home.page>

If you cannot find the information that you need please let us know by contacting us:

Cumbria County Council
The Courts, Lower Gaol Yard
Carlisle
Cumbria
CA3 8NA

Email: localoffer@cumbria.gov.uk
Tel: 07824 541 499

What are Targeted Short Breaks Services?

Some families with disabled children are likely to require Targeted Short Breaks Services as well as accessing Universal Services. Targeted Short Breaks are specifically designed to meet the needs of children and young people with SEND.

The Council's Targeted Short Breaks Services recognise that, on occasion, children and young people with SEND require additional or higher levels of support in order to participate in activities, and/or to allow parents/carers to have a break from caring.

How can Targeted Short Breaks Services help me?

The Targeted Short Breaks Services are specifically for children and young people with SEND, they:

- provide appropriate and additional support to enable full participation, for example staff with specialist knowledge or training; use of feeding pumps; administering medication; lifting techniques; or specific equipment
- are designed to meet specific needs, for example children with autism
- recognise specific stage or age of the children
- offer extra support to access local community and universal services, for a limited time period

How can I access a Targeted Short Breaks Service?

When a child, young person or family is in need of extra support it is important that we identify the best way forward at the earliest opportunity. We will need to assess

your child's needs taking into account all the circumstances surrounding you and your family to ensure that you are fully supported to meet the needs of your children.

A family requiring Targeted Short Breaks Services will be provided with a 'plan' that includes the minimum level of Short Breaks and Support. Families may choose to have this as a payment – a Short Breaks Personal Budget – to buy their own Short Breaks services or activities or choose to access their Short Breaks through the Council's Short Breaks Hub.

If you think you are in need of extra support or would like to update an existing plan/assessment please contact the SEND Team at:

Contact depending on where you live	Contact details	Telephone number
Allerdale and Copeland	Stuart Graffin	01946 505557
Barrow and South Lakeland	Kirsty Parry	01539 713456
Carlisle and Eden	Di Routledge	01228 221701

An Assessment is simply a universal tool for professionals and practitioners from any service to use with a child or young person and their family to summarise and clearly record their current circumstances including areas of need and strength. This then forms the basis for an agreed way to work together to achieve the improvements in the life of that child and family.

A copy of the Council's Early Help Assessment SEND form and further guidance and information on this is available on the Local Offer.

What are Specialist Short Breaks Services?

Some families are able to support their child with disabilities through their own resources and with informal support from friends, relatives and local support groups. Some families find that they do not have the support available and need additional help to cope with the demands of caring for a child with disabilities.

This type of service is for children and young people with the most complex needs, and their families, offering an individual support package. To ensure that the Council can provide these Specialist Support Services, to children, young people and their families, eligibility criteria is used to assess needs. The plan is reviewed on a regular basis to ensure that the appropriate support is in place.

How can Specialist Short Breaks Services help me?

In addition to accessing Targeted Services, Overnight Short Breaks is delivered through one of our Short Breaks Services Hubs or through our Shared Care Scheme (overnight stays in the home of an approved carer); or through a Personal Budget. This provides parents and carers with a longer break where sleep deprivation is a factor. It also provides the child with increased opportunities for developing confidence, independence and social interaction

How do I access Short Breaks Services?

To access a Short Breaks, your child is required to have an Education, Health Care Plan (EHCP). During the formulation of the Plan, you will have an opportunity to discuss whether you and your child need a Short Break and what type of Short Break would best meet those needs

Most children and young people will be sufficiently supported through universal services. However, if you feel these services are not sufficient, in order to access Targeted Short Breaks Services, you will need to have an Assessment, completed by a specialist worker.

To meet the criteria to access specialist SB your child will need to be assessed as a Child in Need, under The Children's Act 1989, by a social worker from the SEND Team at:

Area to contact depending on where you live	Contact details
Carlisle and Eden	Di Routledge
Allerdale and Copeland	Stuart Graffin
Barrow and South Lakeland	Kirsty Parry

What if I have a problem with a Short Breaks Activity?

If you experience any problems in accessing a Short Breaks Activity, or problems while your child is attending, please discuss this with the activity provider in the first instance and ask for a copy of their complaints policy if needed.

If you remain unhappy, or you need some support to address the problem, please contact the your local Short Breaks Team. You can also seek support from SENDIAS.

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What have we done so far?

We are improving our range and quality of services available through the influence and active participation of well-informed parents/carers and children.

We are empowering our families and supporting them to develop their understanding of what services they can expect and how to access them through increased transparency, particularly around the eligibility criteria for services, and making information more easily available such as, greater awareness of our Local Offer and this Short Breaks Service Statement.

Children, Young People and their Families

When planning Short Breaks Services we have the needs and wishes of children and young people at the heart of our design. The views of children and young people were gathered on the services that they access and those they like through regular engagement.

Here is some of the feedback received from about their preferred Short Breaks Service:

- Worry free break from caring for your child – confidence in provision (local provider) that your child is safe
- Staff who are consistent and appropriately trained and know your child, including Autism transparency
- Socialisation with other children
- Family activities – siblings included
- Pre-planned fresh and exciting
- Flexibility of hours and location to suit term-time and school holidays
- Transitional arrangements for 18+. Some 18 year olds are not ready to move into adult provision

Voluntary and Community Sector

Consultation with providers, specifically those from the voluntary and community sector, has been undertaken both formally and informally. Stakeholder groups for providers of Short Breaks Services for Disabled Children and Young People provides regular opportunities to share best practice, co-ordinate activities and to feedback.

There is a well-established 3rd Sector Forum which provides a venue for commissioners of services to engage with the sector on a number of levels.

How can I contribute to Short Breaks Services?

Our Short Breaks and our Short Breaks Services Statement are informed by fully involving our children, young people, parent/carer, stakeholder groups, providers and Cumbria Parent Carer Forum.

Our Short Breaks Services Statement is reviewed regularly with our partnership groups and it reflects the views and choices of our families.

Short Breaks Providers

We collect information on a regular basis from all providers. We collect both quantitative information (e.g. how many children and young people are accessing the service and the number of hours) and qualitative information (e.g. what difference you say the service making to the lives of children and young people and their families). We also hold regular contract meetings with providers to look at what is working well and what isn't.

Cumbria Parent Carer Forum

Our strategic partner 'Cumbria Parent Carer Forum' (PCF) is the formal route through which the Council consults with parents/carers of disabled children living in Cumbria.

PCF is representative of a range of views from families of young children and young people with a disability. Views have are sought through a number of discussion meetings with one of the six parent carer forum groups.

The forum provides an opportunity for parents of disabled children to be involved in planning and evaluating the Short Breaks Services so that their views help to influence the services for our children. Nationally PCF link with organisations such as Contact a Family and the National Network of the Parent Carer Forums.

Parents/carers can find out how to get involved in the Parent/Carer Forum by contacting Shirley Murphy, Cumbria Parent Carer Forum, Mobile – 07702580347, Email Address: cumbriaparentcarerforum@gmail.com

Short Breaks Services Statement – Publication and Review

Our Short Breaks Statement is published on our website, reviewed annually and sets out:

- Details of the range of Short Breaks Services available in Cumbria
- How our Short Breaks Services take account of and responds to the needs of our children and young people and their families
- How our Short Breaks Services are accessed including criteria against which eligibility for services will be assessed

- How our partnerships with our children and their families, parent forums, stakeholder groups and our own staff continually develop Short Breaks Service provision and how this meets the needs of our children and their families

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Cumbria County Council's SEND Information, Advice and Support Service

The Council's SEND Information, Advice & Support Service offers up to date information, impartial advice and practical support to young people and parents/carers of children with special educational needs or severe medical conditions (disabilities), which affect the way their child can access education. This support now includes signposting to health and social care advisory services. We have co-ordinators based throughout all the localities of the county who advice on the phone, by email or arrange a face to face meetings at a place convenient to you. The Council's I.A.S. Service will make sure that young people and parents/carers of all children (0-25 years old) with additional needs have access to information, advice and support. Confidential and impartial support is offered to young people and parents/carers so they can make informed decisions.

Generally we can offer information, advice and support around education issues, although we can signpost parents on, with their permission, to other agencies who can help with different problems such as benefit claims. We can offer you practical support to understand the different ways the school should support your child and build and maintain a good working relationship with school staff. We can help you to be fully involved in decisions made about your child's education and offer help to resolve any problematic situations. We can support you through the new EHCP (Education Health and Care Plan) process and match you up with a volunteer Independent Supporter.

Parent/Carers can make contact with the SEND IAS Co-ordinator on:

Area	Name	Contact details
Furness and South Lakeland	Karen Hull	01229 407559
	Celia Jones	01229 407439
Allerdale and Copeland	Janette Baines	07795 110940
	Phyllis Bowler	01946 506416
Carlisle and Eden	Emma Stephenson	07769 935446
	Deborah Turner	07827 308469

Stakeholder groups

There are three Stakeholder Groups across the county covering:

Allerdale and Copeland
Carlisle and Eden
Furness and South Lakes

These groups meet on a regular basis and work together on the Short Breaks provision for the local area. They are attended by service providers, parents and County Council staff. The contracted providers for Short Breaks lead on these meeting.

Providers will be required to provide a calendar of meetings to the Local Authority each September and the Authority will publish this on the Local Offer.

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Other Useful Information

Legal Requirements

The Short Breaks Regulations provide further detail on how local authorities must perform their duty in the Children Act 1989 (“the 1989 Act”) to provide, as part of the range of services they provide for families, breaks from caring for carers of disabled children to support them to continue to care for their children at home and to allow them to do so more effectively. In summary, the Short Breaks Regulations require the Council to do three things:

- to ensure that, when making Short Breaks provision, they have regard to the needs of different types of carers, not just those who would be unable to continue to provide care without a break;
- to provide a range of breaks, as appropriate, during the day, night, at weekends and during the school holidays; and
- to provide parents with a Short Breaks Services statement detailing the range of available breaks and any eligibility criteria attached to them.

The Council must:

- provide a range of Short Breaks Services;
- give families the choice to access Short Breaks Services using a personal budget;
- publish a statement of their Short Breaks Services on their website;
- keep their Short Breaks statement under review;
- state in their Short Breaks Service statement the range of Short Breaks Services available, and any criteria by which eligibility for services will be assessed, and how the range of services is designed to meet the needs of families with disabled children in their area;
- consult parents, children and young people as part of the review of the statement;
- consider the legal implications of the eligibility criteria they may apply to Short Breaks Services; and
- consider the legal implications of receiving Short Breaks

The Council should ensure that:

- Short Breaks are reliable and regular to best meet families’ needs;
- they try to reach groups of parents who may be more difficult to engage;
- parents are engaged in the design of local Short Breaks Services;
- Short Breaks can build on and be offered by universal service providers;

- they are working in partnership with health services to understand the range of Short Breaks Services in their area and to train the workforce;
- Short Breaks promote greater levels of confidence and competence for young people moving towards adult life;
- those who use Short Breaks Services have the chance to shape the development of those services; and they continue to develop their workforce in relation to Short Breaks Services.

Related legislation

- Section 10 of the Children Act 2004 provides the legal basis for partnerships working across local authorities, health authorities and other relevant parties. These may be used for the planning and delivery of Short Breaks Services.
- Section 6 of the Carers and Disabled Children Act 2002 ('the 2000 Act') places local authorities under a duty to carry out an assessment of a carer's needs in certain circumstances. When assessing a carer's needs under these provisions the local authority must take account of whether the carer works or wishes to work, undertakes or wishes to undertake education, training or any leisure activity. The local authority must take this assessment into account when deciding what services (such as Short Breaks) to provide under section 17 of the 1989 Act.

Equality Act

A copy of the Equality Act 2010 (and accompanying explanatory notes) can be found at www.equalities.gov.uk

Breaks for Carers of Disabled Children

The Breaks for Carers of Disabled Children Regulations came into effect in 2011 and established in law the duty for each Local Authority to provide a range of Short Breaks for 'disabled' children and young people (under the age of 18 years old), and their parents and carers.

As part of the duty, each Local Authority must produce a Short Breaks Services Statement, in order to provide parents and carers with the following information:

- The range of Short Breaks available
- How to access the range of Short Breaks available
- How the Short Breaks have been designed to meet local needs

The Council will keep both our Short Breaks Statement and the actual Short Breaks provision under review, in partnership with parents and carers.

Children and Families Act 2014

More recently, the Government introduced the Children and Families Act 2014, meaning the way that Education, Health and Social Care work to support children and young people with SEND is radically changing, in order to achieve positive outcomes.

Some of the key changes include:

Introduction of a single Graduated SEN Response Pathway and integrated Education, Health and Care Plans, replacing the previous system of Statutory Assessment and Statement of Special Educational Needs;

Publication of a clear and transparent 'Local Offer' detailing up to date services and support mechanisms. Details of the Council's Local Offer can be located at: <http://search3.openobjects.com/kb5/cumbria/fsd/home.page>

Giving young people with SEND in further education and training aged 16-25 rights and protections comparable to those in schools;

Ensuring that the voice of children, young people, parents and carers (and their families) is at the heart of what we do, including shaping local services.

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Eligibility Criteria

Short Breaks are open to all children and young people with a disability, who may require support to participate fully in leisure activities, live in Cumbria, aged 0 to 19.

The identification of a need for a Short Breaks will be through an Education Health Care Plan.

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