

## Appendix 2



### City of London Short Breaks Statement

This statement provides an overview of:

- The range of Short Breaks services available to disabled children and their families
- Eligibility criteria
- Short breaks provision

#### **1. Introduction and background**

This information is for families living in the City of London who have a disabled child aged 0 to 17 years inclusive.

Section 25 of the Children and Young Persons Act 2008 requires local authorities to provide short breaks for families with disabled children. Regulations relating to this duty came into force on 1 April 2011 and require each local authority to produce a Short Breaks Service Statement so that families know what services are available, the eligibility criteria for these services and how the range of services is designed to meet the needs of the families with disabled children in this area.

More information can be found in the [City of London's Short Breaks Strategy](#).

#### **2. What are short breaks**

Short breaks offer activities for disabled children and young people to make sure they have the same opportunities as other children to have fun, spend time away from home with their friends, and develop a range of skills and independence.

Having access to short breaks can play an important part in supporting personal and social development of children and young people by enabling them to explore different social and leisure activities which could also include having a break from their main carer. Short breaks can also support families by providing a break for parents and other family members from their caring responsibilities. A full list of our short breaks providers is available on the [City of London's Local Offer website](#).

### 3. Eligibility

Children and young people are eligible for short break services if they have a disability which results in a substantial and long-term effect on their ability to carry out everyday activities.

This may include:

- A physical disability
- A learning disability
- A sensory disability, for example, a hearing or visual impairment
- Autism Spectrum Disorder (ASD)
- Children with complex health needs or who have a life-limiting or life-threatening condition
- Children whose behaviour may be challenging as a result of their disability.

We believe it is important to allocate short breaks in a fair way. Not all children and families will need the same level of short breaks; some will need more than others because of the impact of their child's disability or their individual family circumstances. Every child and their family are different; therefore, we provide a range of short breaks support.

In the City of London, we have three levels of support available for children and young people who are entitled to receive short breaks

- ***Universal Services and Inclusion***

Many families with children and young people with disabilities can use the same services used by all families, to have a break. This includes children with a lower level of need such as those with a special educational need to those with moderate learning disabilities; attention deficit hyperactivity disorder (ADHD) without any further associated difficulties; high functioning Autism; a visual or hearing loss; a physical disability only, such as cerebral palsy.

We believe that those disabled children should be able to access universal services, experience fun and enjoy themselves with friends the same way as other children and young people. Genuine inclusion means that services in the City of London are designed and equipped to enable disabled children and young people to enjoy the same activities and opportunities as non-disabled children. As an example, this includes activities such as breakfast and after school clubs, Police cadets and Scouts, school-holiday activities, leisure activities at Golden Lane Leisure Centre, Youth Club and Youth Forum. You can find out more about these services on the City of London Local Offer website.

Children with a disability who are aged 0-4 years old, can be supported into an age-appropriate setting such as a Children's Centre or Early Years provision.

Two-year olds with Disability Living Allowance (DLA) are eligible for free 15 hours nursery or childminding, which can be used for 'respite'.

- ***Core offer***

Some children and families will need more specialist provision in order to enjoy a short break.

In the City we have a range of specialist services for children and young people with disabilities which families can choose from. We aim to promote choice and independence in

the provision of our short breaks and encourage children and families to select their preferred short break from the list of providers approved by the City of London. In some circumstances, where the families are not able to choose from the list of providers, direct payments will be offered. A direct payment allows families to access a short break or other specialist support service independently. Direct payments are where the family is allocated a budget, they can use to purchase their own short break, e.g. swimming lessons. Families will need to have an assessment from the Children and Families team before they are allocated direct payments.

Eligibility for the Core Offer of Short Breaks from the City of London.

- Be aged between 5-17 years old
  - Reside in the City of London on a permanent basis
  - Be in receipt of DLA at Middle or High Rate care component or receive Personal Independence Payments (PIP) at Intermediate or Advanced and can provide an original copy of the child's DLA award letter or PIP award letter which covers the current year
  - Have an Educational Health and Care Plan (EHCP) (Not mandatory)
  - Require a targeted/specialist short breaks service and be unable to access universal provisions without additional support
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- ***Enhanced offer***

Some children and families need more help than is available through a targeted specialist service (core offer). If you think that this applies to your family, then you can request a social care assessment by ringing the Children and Families team on 0207 332 3621 and asking to speak to a Duty Social Worker, or you may be referred by a professional working with you.

To be eligible for the enhanced offer a child or a young person must also meet the following criteria:

- A complex health or developmental needs, or
- A diagnosis of Autistic Spectrum Disorder with an associated severe learning disability, or
- Sensory disabilities or
- A severe physical disability, or
- A life-limiting condition
- Be in receipt of DLA at Middle or High Rate care component or receive PIP at Intermediate or Advanced and can provide an original copy of the child's DLA award letter or PIP award letter which covers the current year
- Have an EHCP

*Enhanced offer services might include overnight breaks, support in the home, or direct payments to enable you to purchase the services that you need.*

#### 4. How to apply

A completed short breaks application form can be returned by email to [short.breaks@cityoflondon.gov.uk](mailto:short.breaks@cityoflondon.gov.uk), given directly to the allocated worker or sent by post to the below address:

**Children and Families Team, Department of Community and Children's Services,  
City of London, Po Box 270, Guildhall, London, EC2P 2EJ.**

If a professional is requesting short breaks on behalf of a child or young person, they can either do this as part of your support plan or can complete a short breaks application for you. All applications should have the original documentation, to confirm eligibility, attached to the form. All original documents will be copied for our records and returned securely to the applicant.

**If you are a parent or carer of a disabled child and would like to access a short break in the City or have an informal chat about our offer, please contact us on 0207 332 3621.**

#### 5. Complaints

If you are unhappy about the type or level of service on offer, you can complain. We aim to resolve any disputes quickly and effectively. In the first instance, contact the team manager for an informal discussion. If there are continuing concerns, City of London has a formal complaints process, which can be initiated by contacting us by calling 0207 332 3621, or emailing [short.breaks@cityoflondon.gov.uk](mailto:short.breaks@cityoflondon.gov.uk)

