

# Information for parents and carers

See next page for how to get support from SENDIASS



## Personal budgets for short breaks for disabled children

This information sheet is a summary – for more details see the Haringey Local Offer: <https://www.haringey.gov.uk/children-and-families/local-offer/support/short-breaks-and-respite>

### What is a short breaks personal budget?

Short breaks schemes support **disabled children** to access play and leisure activities to enable them to have fun and develop self-confidence and social skills. Short breaks also give families a break from caring responsibilities. A **short breaks budget** helps with the additional costs that can arise due to the support needs of the disabled child (eg. if they need one-to-one support). Short breaks budgets can help pay for things like after school clubs, holiday playschemes, or a carer to take the child out to community activities. Typically budgets awarded by Haringey are between £750 and £3,000 a year, depending on the level of the child's needs.

### Which children are eligible for a short breaks personal budget?

Short breaks personal budgets are available to children aged under 18 years old who are assessed by the Local Authority as:

- having an undisputed **permanent and substantial disability** (see below for definition)
- being unable to access universal services (eg. leisure centres, parks, etc) without support

*Note: having an EHC Plan or receiving Disability Living Allowance (DLA) does not automatically mean that a child can get a short breaks personal budgets, unless they meet the criteria below.*

### Haringey eligibility criteria for short breaks budgets

The Haringey short breaks scheme is restricted to those children with the highest level of needs, who qualify for support from the Disabled Children's Team (DCT) and have **one or more of the following**:

- a **severe physical, learning, or severe sensory impairment**, such as a severe visual or hearing impairment, which has a **substantial and long-term effect** on their ability to carry out day-to-day activities
- **autism and severe learning disabilities**
- **challenging behaviour** as a result of their **severe learning disability**
- **enduring mental health needs** and a medical diagnosis, which results in **challenging behaviour** affecting access to the community and learning
- complex needs, including **life-limiting or a life-threatening** condition

### How to apply

The assessment and administration of the short breaks scheme is done by the Haringey Disabled Children's Team (DCT). There is an application form called a Resource Allocation Form (known as a **RAS form**). This is a questionnaire that gathers information about the child's needs and family circumstances. The RAS form can be found on the Haringey Local Offer website: <https://www.haringey.gov.uk/children-and-families/local-offer/support/short-breaks-and-respite#assessment>

### Who can help to fill in the RAS form?

- Ask your child's Special Education Needs Co-ordinator (SENCO) or another professional who knows your child to complete the RAS form with you **TIP:** Ensure that the professional filling in the RAS gives you a copy of the completed form before it is sent off
- Or you can contact the Disabled Children's Team (DCT): [dctduty@haringey.gov.uk](mailto:dctduty@haringey.gov.uk)
- Families with complex needs may have a child and family assessment done by a social worker from the DCT, which can lead to a recommendation for a short breaks budget.

If you are unable to get the SENCO or any other professional who knows your child to help you with the RAS form, **contact SENDIASS – see below**

### Where to send the RAS form

Send the form to the Integrated Additional Services Panel (IASP) Email: [IASP@haringey.gov.uk](mailto:IASP@haringey.gov.uk)

### How is the application assessed

The RAS form consists of 12 questions – about how much support the child and their family need in different aspects of their life – for example with communication, social skills, whether there is support available from extended family. There is a points system for each question, and the point scores are used to decide if the family qualifies and how much budget to award.

### Timescale for decisions on short breaks budget applications

The IASP panel meets once a week. Applications are usually considered within 2 weeks. If you don't get a response contact the Disabled Children's Team: [dctduty@haringey.gov.uk](mailto:dctduty@haringey.gov.uk)

### How to manage your short breaks budget

You can either manage the budget yourself or alternatively you can opt for the council to manage it on your behalf. Parents who manage the budget themselves need to set up a separate bank account and keep records of how the money is spent to report to the Council.

### How to appeal - if you disagree with the outcome of your application

Contact the Disabled Children's Team: [dctduty@haringey.gov.uk](mailto:dctduty@haringey.gov.uk) State why you do not agree and provide any additional information for Panel to consider. Appeals must be submitted within 6 weeks of being informed of the panel decision in order to be considered.

## SENDIASS: For independent advice and support

**Markfield** provides the Special Educational Needs and Disabilities Information, Advice and Support Service (**SENDIASS**) for residents of Haringey. Markfield is an independent charity. SENDIASS offers a free, confidential service for parents/carers of children with SEND aged 0 to 25 years. Our service also gives direct advice to young people. SENDIASS offers:

- **Help to navigate** and understand the system & services for children with SEND and support to engage well with the professionals working with you/your child
- **Help if things go wrong**, including appeals and disagreement resolution meetings

### How to contact the SENDIASS team:

- **Telephone** the SENDIASS helpline: **020 8802 2611**  
**Email:** [sendiass@markfield.org.uk](mailto:sendiass@markfield.org.uk)
- **Drop-in advice session:** every Thursday in school term times 10am to 12 noon at the Markfield centre in Markfield Park, Tottenham, N15 4RB. No need to book in advance
- **Drop-in** to our monthly **Family Club** at **Markfield centre** 11.30am to 2.30pm on the second Saturday each month in school term time.