



Norfolk Children's Services

Short Breaks Statement

2022-2023

For children and young people with a disability living in Norfolk



What are Short Breaks?

- Short Breaks are activities for children and young people with a disability. They provide children and young people aged 5 to 17 years, with an enjoyable break away from their parent carers, while giving their parent carers a break from their caring responsibilities.
- Children and young people can take part in new activities, make friends, learn new skills, become more independent and have fun.
- Short Breaks give parents carers time to do the things they can't do while looking after their child, including looking after themselves. Short Breaks can and should be positive experiences for everyone involved.
- Short Breaks take place outside of school hours during evenings, weekends, school holidays and sometimes overnight.
- They come in different shapes and sizes. They range from universal activities in the community that are available to everyone, to specialist activities with trained staff and specialist equipment. They can be delivered in families' homes, at centres, or out in the community.

The Short Breaks Duty

Since 1 April 2011, local authorities must provide Short Breaks for children and young people who are eligible. This is called the Short Breaks Duty.

The following legislation is also in place to protect and support children, young people and their families:

- The Children & Young Person's Act 2008
- The Short Break Regulations 2011 - Paragraph 6 of Schedule 2 to the Children Act 1989 - all Local Authorities are required to publish a Short Break Duty Services Statement from 1st October 2011 and undertake an annual review.
- The Equality Act 2010
- SEND Reforms 2014
- Children's & Families Act 2014
- Care Act 2014

Short Breaks are designed to support families so that they do not reach crisis point.

This Short Breaks Statement will be checked annually to make sure it reflects local needs.



You said, we did

Since our last Short Breaks Statement in 2020-21, we have developed and improved Short Breaks based on feedback from families:

- We introduced funding to buy Toys and Equipment during the Covid-19 lockdowns. It was a great success and it is offered to all families now.
- We developed a new Short Breaks service for the Breckland and West area.



Covid-19

- Norfolk County Council has worked closely with the organisations providing Short Breaks during the pandemic. The organisations have worked hard to continue to provide Short Breaks, while finding new ways of working to keep staff and families safe.
- Our Short Breaks Team has worked with families who were unable to access their usual services and supported them to find alternatives.
- Resuming Short Breaks Roadshows with the team visiting schools in Norfolk to chat with families.

Who is entitled to Short Breaks?

- Norfolk County Council provides Short Breaks for children and young people with disabilities aged between 5 and 17 who cannot access local services like their peers.
- To be eligible, a child or young person must have a physical or mental impairment that is substantial and has a long-term negative effect on their ability to do normal daily tasks.
- Families can contact the Short Breaks Team by telephoning: 01603 692455 or emailing: cs.shortbreaks@norfolk.gov.uk for information and advice if they are unsure if their child would be eligible based on the information above.
- The Short Breaks Team may signpost families to local support services or advise on how to seek a referral into the Children's Advice and Duty Service.



How to apply for a Short Break?

- For children and young people aged 5 to 17 years, applications can be made [here](#) via the link on the Short Breaks page of the Local Offer website.
- Alternatively, you can apply by contacting the Short Breaks Team by telephoning: 01603 692455 or emailing: cs.shortbreaks@norfolk.gov.uk
- Children with a disability under the age of 5 years should be receiving Universal Early Years Funding. If extra support is needed, families should seek advice from the [Early Childhood and Family Service \(ECFS\) - Norfolk County Council](#)

The SEND Local Offer

- The Special Educational Needs and/or Disabilities (SEND) Local Offer webpages can be found on the Norfolk County Council website.
- The Local Offer webpages describe the services available in Norfolk for children and young people with SEND aged 0 – 25 years and their families.

The [SEND Local Offer](#) webpages can help you to:

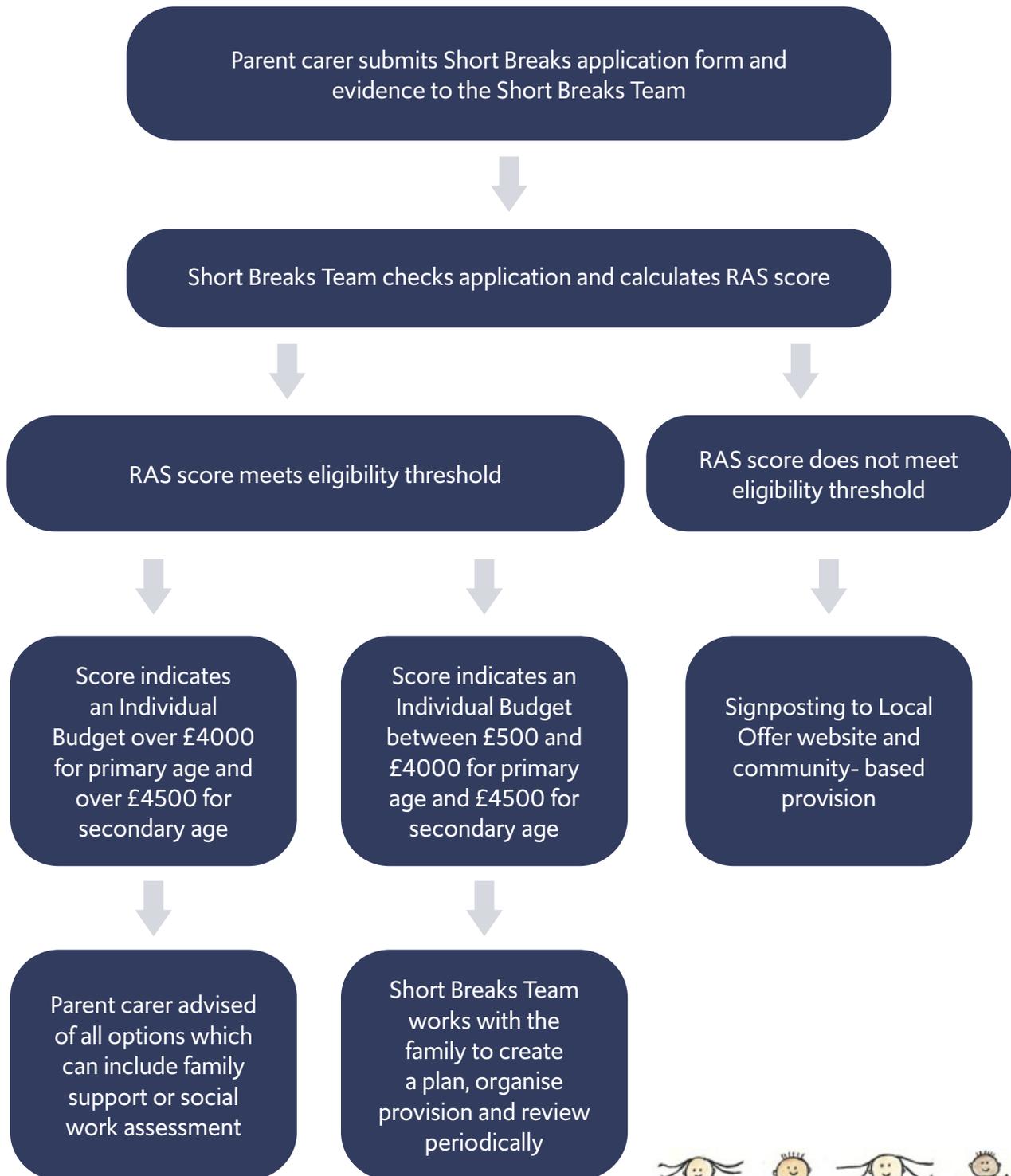
- Find information on support in education
- Learn about special needs services
- Find a support network - parents, groups and organisations
- Receive guidance and advice about how to help a young person plan for adult life.

How is a child or young person's level of need determined?

- Norfolk County Council uses a Resource Allocation System (RAS) tool to determine what support a child or young person with a disability needs to achieve positive outcomes such as being healthy, staying safe, enjoying and achieving.
- It is an evidence-based tool, that uses information from professionals working with a child or young person.
- A copy of this tool can be found [here](#).
- The tool generates a score that determines a child or young person's Short Breaks Individual Budget. This is the pot of money allocated to them for the year to access Short Breaks.
- The Short Breaks Team works with a family to agree a plan for how they will use their Individual Budget.



Pathway for Short Breaks applications



How can a child or young person receive their Short Breaks Individual Budget?

Families can choose to receive their annual Short Breaks Individual Budget in one or more of the following ways:

- Direct Payments – this is when the money is paid directly to families so that they can buy Short Breaks themselves, instead of Norfolk County Council arranging them. This gives families more choice, control and flexibility.
- Commissioned Specialist Short Breaks - these are Short Breaks with trained staff and specialist equipment. The Short Breaks Team can refer families directly to its list of commissioned Short Breaks, which often require children and young people to attend at least 12 sessions a year.
- Overnight Short Breaks - for children and young people that have a social work assessment and ongoing support from a social worker who will receive regular reviews and visits. Overnight Short Breaks can only be agreed by the Children with Disabilities Panel.

Transport

- Parents are responsible for transporting their children to Short Breaks. Families who receive mobility allowance through Disability Living Allowance can use this to support their child's transport needs.



Different ways families can choose to spend their Direct Payment

Pre-paid Card

To access places like cinemas and annual passes for theme parks. Great for trying new activities and attending taster sessions at universal and specialist Short Breaks

Funding for Toys and Equipment

£250 maximum

Personal Assistant

If a family wishes to employ one and has a budget of at least £1500



Pre-paid Card

- Families can choose to receive a pre-paid card.
- Funding up to £1000 can be spent without listing all the activities they wish to buy. This works well for those unplanned days out such as bowling, cinema and holiday activities. Of this, £250 can be used to buy toys and equipment.
- Funding above £1000 is allocated to specific activities, but still provides families with flexibility to pay using online or chip and pin/contactless. This helps when buying annual passes such as Roar, National Trust or paying for termly activity fees such as swimming, karate or music lessons.

[More information about pre-paid cards](#)

Funding for Toys and Equipment

- Families will need one of our pre-paid cards to receive funding to buy toys and play equipment, including tablets and kindles.
- Funding cannot be used to pay for subscription services such as Netflix, Amazon Prime or to buy gift cards.
- In certain circumstances, it may be possible to add funding to buy items costing more than £250.

[For more information click here](#)

Personal Assistant

- A family may wish to employ a personal assistant (PA), who can provide 1:1 support within the family home and/or take the child or young person outdoors, including to social activities within the community. A personal assistant can also be employed to go out with the family for an outing and provide support.
- The child must be eligible for a minimum Individual Budget of £1,500 per year. This is to make sure there is enough money to cover a reasonable number of regular hours each year.
- The [Direct Payment Support Service](#) offers support and training for families and for those who work as personal assistants or carers. This service can help with:
 - Employer support, advice and training
 - A list of personal assistant carers on the [Norfolk Community Directory](#)
 - Payroll services and help with payments to the employee
 - Training for existing personal assistant carers and for those who wish to become one.

[More information about personal assistants](#)



Developing and Improving Short Breaks

Working with children and young people with a disability and their families

Norfolk County Council values the views of children, young people and their families and uses these to shape Short Breaks. Feedback events with parent carers and young people with disabilities are taking place.

Our Short Breaks Team gets feedback from young people and families through regular conversations and survey forms.

Working with organisations providing Short Breaks

We hold regular meetings with organisations providing Short Breaks to share information and listen to their views.

We ask organisations to use the views of children, young people and families to shape their Short Breaks.



Feedback from families

“The short breaks team are a joy to deal with - always answer promptly and happy to clarify anything that you need to know. Short breaks has enabled my son to access various music sessions that we might not have been able to afford otherwise. He loves them!”

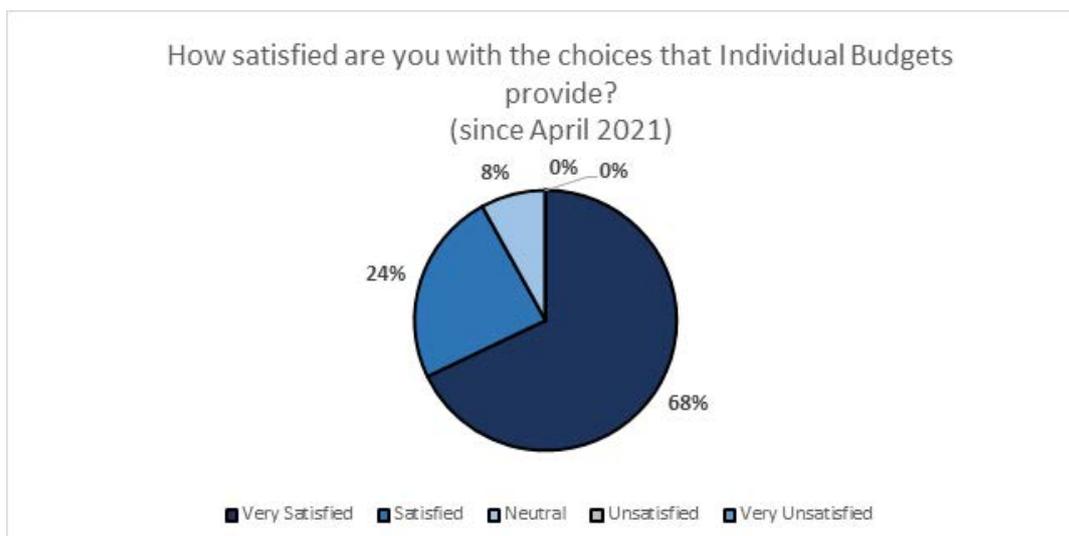
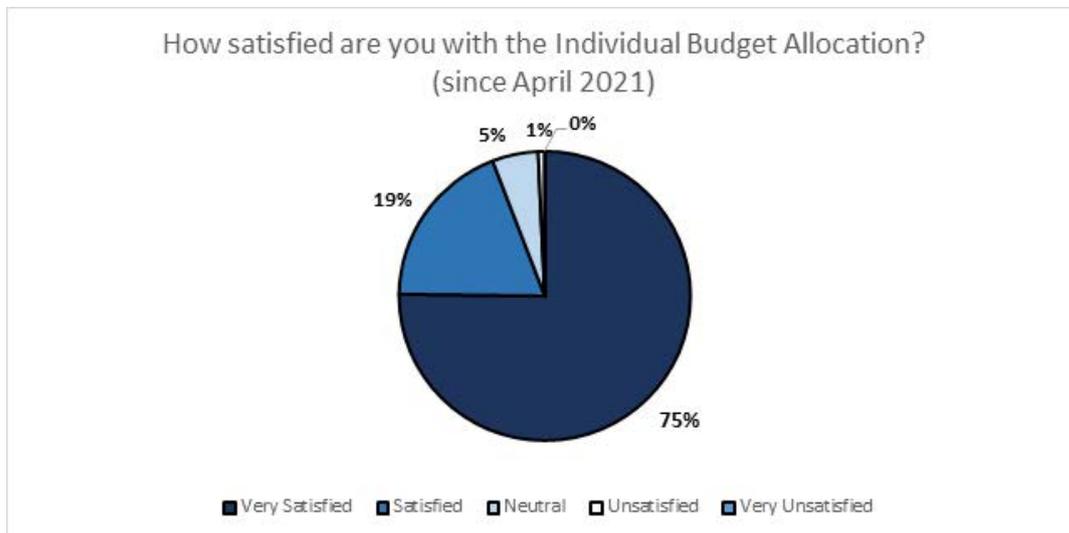
“Thank you for your flexibility during the Covid pandemic. The swing set has proved invaluable.”

“Just thank you for this service being offered, having this will open more opportunities for my daughter to build her friendships and her confidence.”

“Thank you for my bike.”



Survey results from parent/carers that receive specialist Short Breaks



Future Developments

We are developing our Short Breaks Strategy for Norfolk. As part of the strategy and following feedback from families we are looking to:

- Improve access and remove barriers to universal services
- Improve Short Breaks for children and young people with complex health needs
- Improve the transition for young people aged 14+ and their families into adulthood and Adult Social Services
- Redesign the Local Offer Short Breaks webpages
- Simplify the Short Breaks application process
- Review the Resource Allocation System (RAS)
- Improve data on Short Breaks
- Improve Short Breaks for children under 8 (where Ofsted registration is required)
- Explore transport issues in rural locations.

Flourish at Norfolk County Council

Norfolk County Council and many agencies working with children, young people and families across Norfolk have come together to form the Children and Young People Strategic Alliance, with the shared ambition that Norfolk is a county where every child and young person can flourish.

The Strategic Alliance has produced Flourishing in Norfolk as the plan for how the partners will work together to achieve this ambition over the next four years.

Each letter of FLOURISH reflects an aspect of children and young people's lives and what they have told us is most important to them: their family and friends, access to learning, opportunities to lead a good life, being understood, building resilience, respect for their individuality, feeling safe and being healthy.

We will ensure that the specialist Short Breaks services that we commission work to the FLOURISH outcomes.



We are listening - get in touch

To give a compliment about Short Breaks:

- Complete the feedback form sent out by the Short Breaks Team when a new Short Breaks Plan is issued
- Or email the Short Breaks Team: cs.shortbreaks@norfolk.gov.uk

To make a complaint about Short Breaks:

- Contact the Short Breaks Team who will aim to resolve this. They will make sure they understand the concerns, investigate them and respond appropriately.
- If the issue is still not resolved, follow our [Children's services complaints procedure](#).

Contact us

By telephone: 01603 692455 Monday to Thursday 9 a.m. to 5 p.m. and Friday 9 a.m. to 4.30 p.m.

By email: cs.shortbreaks@norfolk.gov.uk

By post:

Children's Services Short Breaks Team
County Hall
Martineau Lane Norwich
Norfolk NR1 2DL

If you need this document in large print, audio, Braille, alternative format or in a different language please contact the Short Breaks Team on 01603 692455 and we will do our best to help.





Norfolk County Council

