

# Haringey Children's Social Care Personal Budget Update

November 2016



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**Haringey**  
LONDON

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## WHAT ARE SHORT BREAKS?

Short Breaks are opportunities for children and young people with disabilities to enjoy activities away from their families and have fun.

Short Breaks also give carers a chance to have a break from their day-to-day caring responsibilities.

Short Breaks used to be known as "respite" – but the name changed because the services available to children and young people offer more than just respite.

Short Breaks come in a variety of formats - from a few hours to a few days - and can include all times of the day, including day, evening, weekend and overnight.

## IS MY CHILD ELIGIBLE FOR A SHORT BREAK?

If your child is aged from 0-18, lives permanently in Haringey and has a permanent and substantial disability, then they may be eligible for a Short Break. Please see the eligibility criteria for Personal Budgets on page 5.

## HOW DO I APPLY FOR A SHORT BREAK?

If you are interested in applying for a Short Break for your child, you should discuss this with your child's SENCO or another professional

working with your child. They will assess your child and then complete an early help assessment form and Resource Allocation System with you. They will then forward this to the Integrated Additional Services Panel.

## THE PROCESS

You can look at the different options and choose the Short Break that you think might be the best for your child.

This information and any additional evidence will be discussed at Panel. Panel will decide the level of support that your child will be allocated for the financial year, which is based on your child's level of need.

You will receive a letter from Panel confirming the allocation of a Personal Budget or an in-house service or whether your child should access Universal Services.

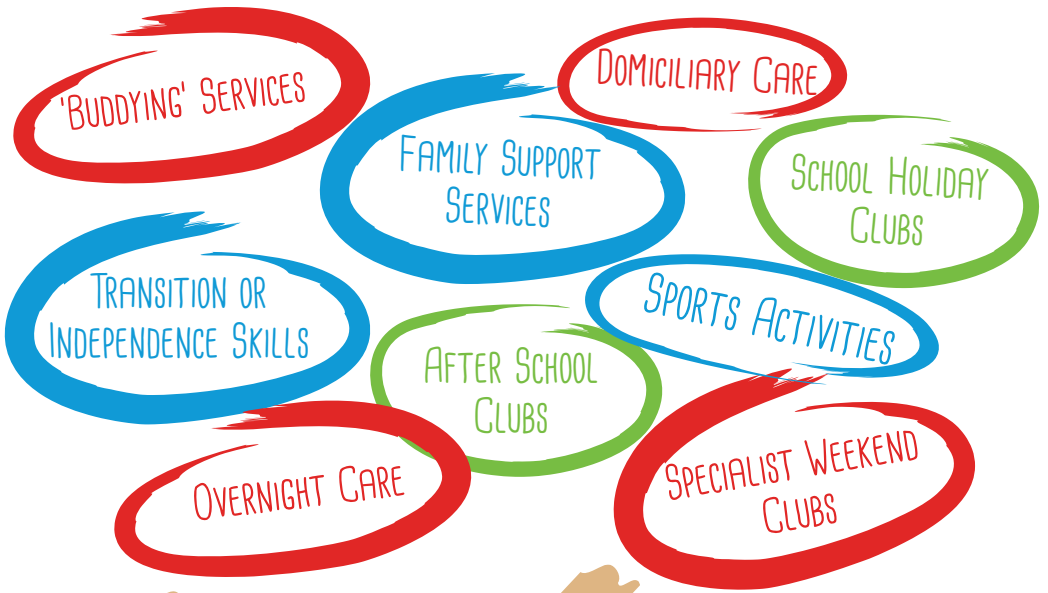
You will then need to decide how you will spend the money (if allocated) to meet the assessed needs of your child. We advise you to contact the Personal Budget officers to discuss your options.

If you see a Short Break that you like, you can contact the provider directly to book a place.

Some Short Break provision is open to every child and young person with disabilities – so there might not be an application process.

However, other Short Break providers who give specialist care will require your child to have been referred from the Disabled Children's Team.

## WHAT TYPES OF SHORT BREAK ARE ON OFFER?



### DID YOU KNOW?

Any child or young person can attend an after-school or weekend club that is run by a universal provider.

### DID YOU KNOW?

Haringey also provides in-house services for children and young people with disabilities. The Haslemere Centre (10+) provides overnight care, day care, after school provision and play schemes. Family Link provides day and overnight care with carers in their own homes for the under 10s.

## WHAT IS A PERSONAL BUDGET AND WHO CAN HAVE ONE?

A Personal Budget is a dedicated amount of money that the council allocates towards the cost of a Short Break for your child. You may also receive a Personal Budget for part of your child's education, health and/or care needs.

Personal Budgets aim to give you and your child more flexibility, choice and control over the care or support your child receives. The new system allows you to have a greater input into what types of activities your child attends and what specific types of support you know your child needs.

Services which are available from a Personal Budget from social care are known as Short Breaks. There are different ways you can receive the Personal Budget.

### DIRECT PAYMENT

A payment instead of services where you receive the money on a monthly basis to contract, buy and manage services yourself, as long as this meets your child's needs or as it is written in your child's Education Health and Care plan.

## COUNCIL MANAGED BUDGET

A notional allocation of money is awarded. If you find the process of finding resources for your children difficult or if you do not have the time to make the arrangements for short breaks yourself, you can request that the council's personal budget officers commission the services on your behalf, up to the value of your child's budget.



## COUNCIL RUN SERVICES

### The Haslemere Centre

The Haslemere Centre provides a range of services throughout the year for disabled young people from 10 to 18 years old. If you and your child decide that your child would benefit from one of the services provided by Haslemere, these are allocated as part of your child's Personal Budget through the Integrated Additional Services Panel.

### THE FAMILY LINK SCHEME

The council has a number of carers who provide a range of both day and overnight stays to disabled children specifically under the age of 10, usually in the carer's own home.

## WHAT CAN YOU SPEND YOUR PERSONAL BUDGET ON?

Personal Budgets contribute towards the cost of Short Breaks and therefore you must use your budget to pay for a service that allows your child to enjoy an activity and gives you a break from caring responsibilities. These will be either Direct Payments or the Council Managed Budget - see above.

There are a range of services you can purchase with your Personal Budget:

- ➔ support in the home or help with personal care or domestic help;
- ➔ day-time recreational and leisure activities, including after-school, summer play schemes and sleepovers;
- ➔ support so that you can spend time with other children or family members;
- ➔ new opportunities for your child to learn new skills and make friends.

You can vary the amount you spend each week or month, to save up for a more costly item or activity. It should be noted, however, that the account is not intended as a saving account and monies allocated in one year should be used to purchase services in the same year. We do not expect any 'carry forwards' if we have assessed your child's level of need correctly. If you are unable to spend the money you should discuss this with the Personal Budget Officers.

If you opt for a direct payment, you will need to sign a Personal Budget agreement and open a separate bank account for the money to be paid into. This account will be exclusively used for the purpose of your Personal Budget account.

## WHAT CAN'T YOU SPEND YOUR PERSONAL BUDGET ON?

Personal Budgets can't be used to purchase anything that would not clearly benefit your child or which would put them at any risk of harm. They also can't be used to employ family members who live with your child, although there may be some very exceptional circumstances when this is allowed. If you choose to receive your child's Personal Budget via a direct payment, then you must also ensure that you hold receipts for every purchase you make with the allocated money.

The Personal Budget is not to be used as a financial supplement to household expenses, therefore the following are excluded: food, drink, clothing, toys, household bills and large electrical items, unless this has been agreed in advance with the Personal Budget Officers. School trips or outings are also excluded, as are educational clubs or training.

## ANNUAL AUDIT

The council will audit your use of the direct payment at least annually. You are required to retain any financial records relating to the services you

have purchased through the Direct payment.

All bank statements for the Direct payment account, cheque books / paying in or receipt books, copies of paid invoices or receipts which relate to the Personal Budget Account need to be kept in order to provide the evidence of your spend in relation to meeting your child's assessed needs. The money being withdrawn from your account should be reflected in the evidence supplied. This evidence shall be requested in November of every year and more often if required.

The council has multi-part cardboard folders available to parents of children who have a Personal Budget to enable them to keep the documentation safe for audit purposes.

The council reserves the right to suspend or cancel the money, or to claim back the money paid to you where we find that the money has not been spend in accordance with the care plan.



## HARINGEY APPROVED LIST OF SHORT BREAK SUPPLIERS

Supplier	Contact number
<b>School holidays</b>	
Haringey Shed	020 8801 7209
Dimensions	07786 113617
Action for Kids	020 8347 8111
Barnardos (general activities, swimming club)	020 8550 8822
Markfield	020 8800 4134
Resources for Autism	020 8458 3259
S Pinter	020 8800 1662
Step by Step	020 8802 2362
Royal Association of Deaf People	0845 688 2525
Efiba Arts	020 7148 0168

<b>After school and weekend activities</b>	
Barnardos (Saturday Aspergers teenage group; general activities; swimming club; out and about group)	020 8550 8822
S Pinter	020 8800 1662
Royal Association of Deaf People	0845 688 2525
Resources for Autism	020 8458 3259
Step by Step	020 8802 2362
Markfield	020 8800 4134
Efiba Arts	020 7148 0168

<b>Overnight provision/sleepover in and out of the child's home</b>	
Barnardos (weekend) (overnight)	020 8550 8822



## Befriending/buddying and enabling young people to access universal and specialist services

Barnardos (volunteer led; staff led)	020 8550 8822
Scope	020 7619 7149
Resources for Autism	020 8458 3259
Dimensions	07786 113617
Avenues Groups	0300 323 0405
Royal Association for Deaf People	0845 688 2525

## Transitions support/independence skills

Barnardos (café sessions; independence weekends; moving on club)	020 8550 8822
Scope	020 7619 7149
Dimensions	07786 113617
Kith & Kids	020 8801 7432
Action for Kids	020 8347 8111
Step by Step	020 8802 2362
Avenue Groups (Monday to Saturday; bank holidays)	0300 323 0405

## Domiciliary care in the child's home

Bikur Cholim (Monday to Sunday; bank holidays)	020 8800 7575
Scope	020 7619 7149
Barnardos	020 8550 8822
Shared Services (Monday to Sunday; bank holidays)	020 8520 9933

## Advice, support and training for parents/carers in behaviour management, sleep systems and dietary approaches

Scope	020 7619 7149
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\* This list will be updated for the next financial year.

## DID YOU KNOW?

The council has clarified its policy on using the direct payment for holidays.

## EMPLOYING A CARER?

If you are employing a carer to care for your child, you must inform the council of their details. The council will pay for the carer's DBS police check, the insurance you need to protect you and your carer and also pay the annual fee for your payroll provider.

## DID YOU KNOW?

The local authority audits the direct payments spend each November. Last year's audit is looking more positive with over 70% of parents providing all of the required evidence including statements and receipts.

The remaining parents who did not supply the required documentary evidence will have their budgets managed by the direct payment officers.

## RECENT COMMENTS FROM CHILDREN ABOUT THEIR SHORT BREAKS

"I am learning to become an independent young deaf man"

"I enjoy drumming with my carer"

## NOT SURE ABOUT SOMETHING?

### HARINGEY SEND IASS

If you would like to speak to someone about any of the services available to you and your child, then feel free to contact the Special Educational Needs and Disabilities Informative, Advice & Support Service (SEND IASS).

SEND IASS provides impartial information, advice and support for young people and parents/carers of children with special educational needs and disabilities.

**Telephone:** 020 8802 2611

**Monday:** 09:30-13:00

**Wednesday:** 15:30-19:00

**Thursday:** 14:30-16:00

### ADDRESS:

Markfield Park, Markfield Road,  
London, N15 4RB

**Nearest Tube:** Seven Sisters /  
Tottenham Hale

If you require any further advice, support or any of the documents referred to in this update, please visit Haringey's website [www.haringey.gov.uk](http://www.haringey.gov.uk) for the local offer or contact the Personal Budget officers based in the Integrated Service for Children with Special Educational Needs and Disabilities.

### PERSONAL BUDGET CONTACT DETAILS

#### Location

Ground floor,  
40 Cumberland Road,  
London N22 7SG

**Telephone:** 020 8489 4545 / 3003

**Email:** [DCTPersonalBudgets@haringey.gov.uk](mailto:DCTPersonalBudgets@haringey.gov.uk)

Please let us know what you would like to read about in the next issue of this *Personal Budget Update* by using the contact details above.

