

Help for parent/Carers to fill out Short Breaks Self-referral

Parent/Carers should complete this form using the following headers as guide.

The more information you provide, the better. This will enable the panel to get a good picture of what is going on in your family life. The self-referral should include the following areas:

1. Disability

- Does your child have a diagnosis?
- What is their condition?
- When were they diagnosed?

2. What are you asking for?

- You need to highlight exactly what you are requesting, whether its direct payments to purchase a carer or whether you would like the child to access a provision. If you would like direct payment

3. Why you feel you need respite/additional support

- Describe how the respite or direct payment will help your family, the child(ren) and what outcomes will be achieved.
- The impact of caring for a child with a disability/additional need on you and your family. Include the impact on siblings.
- What are you currently doing that is not working for you?
- Has something changed in your family circumstances?
- What current support do you have at the moment

4. How will the respite/additional support be used?

- You must state how the support will be used, e.g. the direct payments will be used to purchase a carer for the mornings to help get child ready for school, or you feel the child would benefit from attending a provision enabling them to develop their socialisation skills etc as well as providing you with respite.

5. Family & Relationships

- You should outline the family dynamics. How many people in your family?
- Are you a single parent? If yes, what support does the child's mother/father provide?
- Do you have any extended support from family or friends?

6. Income

- Are you employed?
- What is your financial situation? Do you have debts?
- Are you in receipt of DLA for the child? If so what rate?

7. Health

- Does your child have a health care package in place?
- Do you have any health issues yourself or have any caring responsibilities for other children or adults?

8. Accessing Community Activities

- Does your child access any groups or activities in the community? If not why not?

Please also include any diagnoses letter you have and or any supporting information from professionals, so the panel can get a sense of your child's needs.

Once completed please send self-referral to the inbox on the application form: ChildrensRespiteRequest@lbbd.gov.uk. Once this is received it then goes to weekly panel and get agreed or declined. If agreed, you will receive a letter confirming this.