

## 18-06-25 Short Breaks Graduated Response Meeting Notes

### **Attendance:**

Jackie Lown (Head of Children and Young People's Specialist Services)  
Ellie Gray (SEND Strategic Manager)  
Sarah Keenan (Children's Commissioning and Quality Monitoring Manager)  
Jane Henderson (0 – 25 Team Manager)  
[re-dacted]  
Rob McInroy (Principal Business Transformation and Improvement Officer)  
Leigh Collins (Commissioning and Quality Monitoring Officer)  
Kim Smith (Business Transformation and Improvement Officer).

### **Apologies:**

[re-dacted]  
Lesley Gilson (Interim Specialist Services and Inclusive Education Manager)  
Bridget Bennet (Early Years and Family Support Service Manager)  
[re-dacted]  
Kat Taylor (Senior Business Transformation and Improvement Officer)  
[re-dacted]

### **Workshop Minutes:**

#### **1. Action Plan Update**

Action	Update
1. Data Mapping	RM provided an update. Work was continuing looking at the current cohort which could inform decisions around the market place.
2. SEND and Universal Provision	BT are working with SMILE to organise a date for July-early August to hold a VCS workshop.

#### **2. Consultation Update**

##### **a. Commissioning Update: Children, Young People and Parent Carer Update**

- i. Six contracts were currently up for renewal, including the All Stars Youth Group, the Allied Healthcare and Barnardo's framework to provide short breaks. Over a seven week period there were 60 online and paper responses to all contracts. The consultation was online and six events were held across the East Riding. It was promoted through social media, including Facebook and Twitter. A Lessons Learnt meeting has already occurred with discussions around adding on to pre-existing events to gain more responses, a Locality Champion to promote the consultation and using the EYPCF to aid further.
- ii. Seven participants completed the survey for short breaks, all from the short breaks framework. The results were positive about the service. One person suggested a befriending service.
- iii. 12 completed the survey for the All Stars contracts with positive responses.

##### **b. Commissioning Update: Professional Update**

- i. LC provided feedback from professionals with the 0 – 25 SEND Team on issues with the current short breaks framework. It is expensive and parents had reported there was no consistency of worker. Allied Healthcare only worked within Bridlington.
- ii. Professionals suggested a more flexible short break package is needed and could be used to provide short term support to those families that were going through a crisis rather than a direct payment package.
- iii. There are difficulties in identifying and recruiting Direct payment workers. There are also difficulties identifying training to support the child or young person. There was a discussion around the Special Schools closing for a two week period within the summer holidays as there was a lack of support from parents within this time. Professionals reported an increase

in family crisis as a result.

**c. EYPCF Update**

- i. [re-dacted] updated on the EYPCF's online questionnaire which had 34 responses. [re-dacted] went through the results. Parents want short breaks to assist with family outings, overnight short breaks and day short breaks. Parents wanted the short break to provide social and independent opportunities for their child or young person.
- ii. 35% of parents reported want to access mainstream provision and 64% would like to access specialist services.
- iii. The main barriers were identified as the criteria for short breaks, cost and location.

**d. Business Transformation Update**

- i. KS provided an update on the 109 responses received to the questionnaire. Results were received from St Anne's and Riverside and other events attended. Responses are being awaited from Kings Mill and other Primary and Secondary Schools.



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- ii. There was a discussion on the most commonly reported barrier to accessing a short break: lack of information.
- iii. A review of the user experience of the local offer has been completed. An exercise is being done by the Local Offer group on how parents would like to receive information.
- iv. [re-dacted] suggested that services do not always know about each other's roles and activity.
- v. KS stated that other Local Authorities have a short breaks offer which includes all short breaks that are available for those with SEND in a directory. This would include mainstream and specialist groups where an assessment or formal short break is not needed to attend.

**e. Next Steps**

- i. LC explained that the next Consultation Review Meeting would explore the raw data to build a tender and specification or look at providing internally.
- ii. KS to pull data together from all consultations.
- iii. KS and LC to work together on outcomes from the consultation. The information would be brought to this group to decide the outcome how to proceed.
- iv. KS to ask Sophia Smith to arrange a meeting in the 20s of July.

**3. Local Offer Inclusion Chartermark**

- a. KS presented information gathered on the Local Offer Inclusion Chartermark.
- b. The Healthy Schools use an online form to manage their accreditation. KS to look investigate whether this could be used towards an online accreditation.
- c. The use of interns was discussed. JH to discuss with LG the Council's supported internship role and what it entails.
- d. A peer review scheme was suggested so groups could provide support and suggestions to each other.

**4. Buddying**

- a. KS presented information on the use of Buddying schemes in mainstream or specialist provision, within the community and within the home.
- b. KS to look into other volunteering options including Bishop Burton College, Hull University, East Riding College, Hull College and V Inspired.

**5. Shared Care/Childminders**

- a. RM presented the Shared Care scope.
- b. JH explained her team had been asked to investigate Connected Persons for the families as part of the Fostering and Disability work stream.
- c. The use of childminders is being explored further. RM and KS have met with BB and planned the

basics of a workshop to be run. Dates are being confirmed.
d. Support packages for Foster Carers needs to be added to the scope and the training that would be available specifically for those with SEND placements.
e. Special school staff, particularly Teaching Assistants, could be used as they have sufficient knowledge and the expertise. Their skills could be specifically used during holiday provision.
f. St Anne's have raised issues relating to the rigour of DBS checks for Direct Payments. Parents assume schools oversee their staff when parents are their employers, which is not the case.
g. It was suggested that people reaching retirement age could be targeted in the recruitment of short break/term foster carers, particularly those from professions who retire early, such as the Police or Fire and Rescue.

## 6. Action Plan

	<b>ACTION</b>	<b>BY</b>
<b>1</b>	<b>Data Mapping</b> BT Team to continue the mapping of: <ul style="list-style-type: none"> <li>– Budgets and expenditure</li> <li>– Cohort needs and services received</li> <li>– Market place – provisions and gaps</li> </ul>	<b>BT Team</b>
<b>2</b>	<b>SEND and Universal Provision</b> 1. Establish an additional forum to look at the role of the voluntary and community sector and how they can provide assistance in short break activities. Two separate forums to be held, one with those working specifically with SEND and one with mainstream groups, focusing on each locality.	<b>RM/KS</b>
<b>3</b>	<b>Consultation</b> 1. [re-dacted] to send consultation findings to KS. 2. KS and LC to share information on the consultation. 3. Look at the tender specification for the updated short breaks framework towards the end of July.	[re-dacted] <b>KS/LC</b>
<b>4</b>	<b>Local Offer Inclusion Chartermark</b> 1. JH to discuss with LG the supported internship role and what it entails. 2. KS to look into the Healthy Schools accreditation to see if a similar online accreditation could be used.	<b>JH</b> <b>KS</b>
<b>5</b>	<b>Buddying</b> KS to look into other volunteering options including Bishop Burton College, Hull University, East Riding College, Hull College and V Inspired.	<b>KS</b>
<b>6</b>	<b>Shared Care</b> KS, RM and BB to continue to work towards a workshop to look into the use of childminders as short break foster carers. Consider the idea of targeting other groups when looking at foster carers for those with SEND.	<b>KS/RM/BB</b> <b>ALL</b>