

# SPECIAL EDUCATIONAL NEEDS AND DISABILITY (SEND) PERSONAL BUDGET

Draft Policy



## 1. INTRODUCTION

The draft SEND Code of Practice defines a personal budget as an amount of money identified by the local authority to deliver parts of the provision set out in an Education Health and Care plan (EHC). Families will be able to request a personal budget as part of the planning process, i.e. when a local authority is drawing up an EHC plan or at the annual review.

Following an assessment of need the “team around me” may decide that additional resources, from one or from multiple sources, are needed in order to meet the outcomes that have been identified in the joint assessment. The local authority or health service traditionally uses this money to purchase services on behalf of the child/young person and their family. However, a personal budget will offer the family more choice and control about the services they receive. The budget will be made clear to parent carers and young people so they can be involved in all decision making in order to choose the right provision to best meet the outcomes identified in their child’s EHC plan.

One of the options might be to access some or the entire personal budget through a direct payment and to purchase services themselves on behalf of their child.

## 2. SERVICES

The scope and availability of personal budgets will need to be developed and revised over time through regular review and consultation with parents, children and young people and the implementation of joint commissioning strategies.

The SEND Code of Practice is clear that funding for personal budgets will relate to more specialist and individualised provision. In education, this means provision funded wholly or partly from the local authority’s high needs funding and does not include funding for school place or services the school or college is expected to provide as part of the local offer as described in the school SEN information report.

The personal budgets that we will be able to offer families, following an assessment of needs, will be bespoke depending on the child/young person’s assessed needs but could include:

- Special Educational Needs Funding that is provided for individual support
- Continuing Health Care Funding
- Short Breaks Funding
- Home to school transport in the form of a ‘Personal Travel Budget’

In addition to the funding identified through the assessment process, some parent carers may want to use a reasonable amount of their personal available resources, e.g. time or funds, to help meet the outcomes identified in their child’s EHC plan, for example extended family support

A family can decide how they want their personal budget to be managed:

- As a direct payment. The funding coming direct to the family who will manage it to deliver support as set out in the EHC plan.
- As an ‘organised budget’ where the local authority or other agency manages the budget for the family.
- By a provider (for example a school or the Direct Payment Support service).

- Or as a mix of the three options above.

### 3. ELIGIBILITY CRITERIA

Children/young people who have an EHC Assessment or have an EHC Plan review will be offered the option of a Personal Budget if they are eligible.

A personal budget can include funding from education, health and social care. In these cases it will be possible to bring the funding together to use as a single budget focused on holistic and child/family centred support to meet identified needs and outcomes.

The Assessment Co-ordinator or Lead Professional for the family will introduce personal budgets when appropriate and support will be provided to understand the options and to request the personal budget.

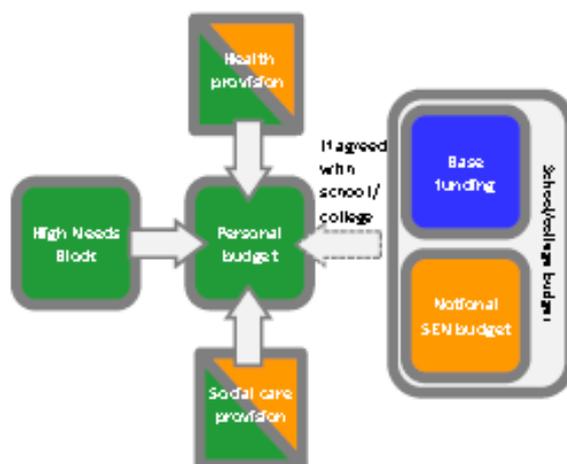
### 4. DECISION MAKING PROCESSES

The process that will be implemented to agree a personal budget will:

- be based on clear, agreed outcomes
- be transparent and challengeable
- allow families and young people to manage agreed elements of the additional and individual support they need
- be an integral part of the planning process in order to empower creative solutions
- reflect the holistic nature of an EHCP, covering education, health and care as appropriate, where additional and individual support is needed
- come with the support needed for parents and young people to take up and manage it
- support and inform market development
- allow for local flexibility.

### 5. PERSONAL BUDGET OFFER

In all cases the availability of a personal budget will be based on the support a child or young person needs in order for them to achieve a set of jointly agreed outcomes and to have their identified support needs met. In some cases an EHC plan may not translate into a child or young person having a personal budget. In other cases a child or young person may have a personal budget made up from more than one source, i.e. social care, SEN and/or health.



Personal budgets should be seen as an integral part of the coordinated assessment and EHC planning process. Pathfinder learning has demonstrated that a personal budget is one of a number of ways to achieve increased personalisation of services for children and young people.

### **Education**

Education funding will be available where support provided by the school/college (including any special educational provision as set out in the local offer) cannot meet the student's identified support needs. The funding for this element of the personal budget will come from the local authority's 'high needs block' funding.

### **Health**

Children who are eligible for Continuing Care Funding will be able to have the health provision of their support provided as part of an Education and Healthcare Plan (EHC). The assessment will make it clear to parents and carers how much money will be available to meet the healthcare needs of their child. They can then discuss and agree the best way it can be spent, to meet the outcomes in the child's care plan. This funding will not be able to pay for care normally received from a family doctor or emergency care.

For more information, please read ['Understanding Personal Health Budgets'](#)

### **Social Care**

This part of the budget will be made available if it is clear that a young person or child is assessed as needing additional and individual support at home and when out and about in the local and wider community. Individual care packages are agreed and allocated using the multi-agency panel process.

For more information please read the "Short Breaks Eligibility Framework"

## **6. INFORMATION AND SUPPORT**

Information and support for parents to manage a personal budget will be available through a number of sources provided by the Local Authority.

**Plymouth Online Directory** - Provides detailed information about organisations that can provide support for families of disabled children.

**Family Information Service** – Provides information advice and guidance for families

**Plymouth Parent Partnership** – provide support for families with a child who has SEN or a disability.

**Your child your voice** – is a community interest company (CIC) run by parents for parents

**Direct Payments Support Service** – Enham are commissioned by Plymouth City Council to deliver the support service. They provide a personal budget and direct payment support service for anyone living in Plymouth who receives a personal budget through a direct payment.

## **APPENDIX I ELIGIBILITY CRITERIA FOR A SOCIAL CARE BUDGET THE SHORT BREAK ELIGIBILITY FRAMEWORK**

The Short Break Eligibility Framework is designed to clarify:

1. How Plymouth Children's Services identify needs of children who are disabled and their families using different types of assessment to access a range of short breaks opportunities.
2. How decisions are taken as to what type of support may be available for the child and the family using the information from the assessment
3. Types of Short Break Services Available

The Short Break Eligibility Framework was written to demonstrate how it is the needs of the child and the family that decide what services are to be provided. To understand the needs of the child and the family an assessment is required.

The type of assessment and the services that are provided are linked to the needs of the child and the family. The child's diagnosis or type of impairment is not used to decide what services are offered but will be considered in the assessment

Assessment is the gathering of information about what is happening and making a judgement as to what is required. Assessment is not something only undertaken by professionals. Parents frequently undertake an assessment of their circumstances and look for solutions to meet their needs. For example, the parents may feel that they could do with a night out and they arrange a babysitter. This is an assessment, but does not require recording on a file

If the child or the family are aware of their circumstances but are unable to find a solution to meet their needs they may approach friends or professionals to help them. The assessment becomes more and more complex as the child or family identify many needs and require professional's services to help them.

Here in Plymouth there are 3 different levels of assessment:

- Self-assessment
- CAF/ Professional Assessment
- Child in Need assessment

These are dependent on level of need and the type of service that is needed. Plymouth Children's Services maintain a principle of undertaking the right amount of information gathering so that a timely decision can be taken around what is needed and the child and family have the minimum of intrusion and disruption in their lives.

Although there are different levels of assessment available which we consider to be a positive option for families, we acknowledge that, a disabled child is identified as a "child in need" in section 17(5) of the Children Act 1989. Therefore a "child in need" assessment can be requested for a disabled child. This assessment would incorporate the consideration of access to short breaks.

The Short Break Eligibility Framework has been written to show in an open and transparent way how Plymouth Children's Services are fair in how decisions are taken and services allocated.

The Short Break Eligibility Framework was written by the Aiming High Short Breaks Project Board and Plymouth Children's Services as part of achieving the full service offer for Aiming High Short Break Transformation. We have worked in partnership with parent / carers nominated by the Parent Reference Group to help to develop the framework.

The Short Break Framework Eligibility does not conflict with our statutory responsibilities.

## THE SHORT BREAK ELIGIBILITY FRAMEWORK

How needs are identified	How outcomes are agreed	Type of service	Staff training	Communication to families
Services that are available to everyone or 'Universal Services' No eligibility criteria required				
Assessment type: Parent/child Informal self-assessment		Extended services such as youth clubs, scouts, swimming, guides, drama clubs, sports/leisure		Leaflets, newspapers, websites, other promotions
Eligibility (1) services for people who need additional to universal services or 'targeted/preventative service'				
Assessment type: Parent/child Lead Professional Self-assessment Locality Team - Common Assessment Framework Team around the child		Extended services such as home support domiciliary care, some direct payment, sessional support, childcare, befrienders various, other	Policy guidance, team meetings, briefing sheets, screening tool	Consultation, newsletters, website, local parent groups
Eligibility criteria (2) services for people who need additional to targeted/preventative services or 'Specialist Services'				
Assessment type: Initial Core Assessment	Mainstream, child care team	Home support, domiciliary care enablers, family based short breaks, befrienders, direct payment, overnights, sessional support, various sheets, other	Policy guidance, assessment framework, team meetings, briefing	Consultation, newsletters, parent council accessible notes, website, local parent groups, workshops, discussions with lead professional
Assessment type: Children's Disability Team Initial Core Assessment	Occupational Therapy Service	Home support, domiciliary care, direct payment, befrienders, sessional support, family based short breaks	Policy guidance, assessment framework, team meetings, briefing workshops, sheets	Consultation, newsletters, parent council accessible notes, website, local parent groups, discussions with lead professional
Eligibility criteria (3) services for people who would benefit from a joint approach from health and social care				
Assessment type: Primary Care Trust CDT Community Carers Assessment Core Assessment Joint Agency Assessment	Nurses	Home support, domiciliary care, hospice (overnights and/or day care), direct payment, sessional support, residential	Policy guidance, joint assessment, training, team meetings, briefing sheets	Local communication/discussion with lead professional