

# The Local Offer

Information for parents and carers of children  
with Special Educational Needs and/or  
Disabilities (SEND)



Early Years 0 to 5



Education



Preparing for Adulthood  
and Employment (aged 14  
years and above)



Assessment of SEND and  
EHC Plans



Health



Independent advice and  
support



Leisure and Things to do



Money Matters



Social Care and Early Help



Travel and Transport



Emotional Wellbeing  
Information Resource



Parents and Carers Zone



Professionals Zone



Improving SEND Services



Working Together (Co-  
production)



Feedback, Comments and  
Complaints

## Welcome to the Central Bedfordshire SEND Local Offer

If you have a child or young person with Special Educational Needs and/or Disabilities (SEND), then think of the Local Offer as all the services and support available to them and you as a parent or carer.

This Local Offer booklet contains information about education, health and care services, voluntary agencies, leisure activities and support groups.

The Local offer can also be found online at [www.localoffer.centralbedfordshire.gov.uk](http://www.localoffer.centralbedfordshire.gov.uk)

Our Local Offer has been designed and developed by a range of professionals from both Children's and Adult services including

- education
- health
- social care
- SNAP Parent Carer Forum (PCF)
- voluntary and community groups

The Local Offer will include information on services that are available to support children and young people with Special Educational Needs and/or Disabilities (SEND) from birth to 25.

### سنٹرل بیڈ فورڈ شائر SEND لوکل آفر میں خوش آمدید

اگر آپ کے پاس خصوصی تعلیمی ضروریات اور/یا معذوری والا بچہ یا نوجوان (SEND) ہے، تو مقامی پیشکش کے بارے میں سوچیں کہ ان کے لیے دستیاب تمام خدمات اور معاونت اور آپ بطور والدین یا دیکھ بھال کرنے والے ہیں۔

یہ مقامی پیشکش کتابچہ تعلیم، صحت اور نگہداشت کی خدمات، رضاکارانہ ایجنسیوں، تفریحی سرگرمیوں اور سپورٹ گروپس کے بارے میں معلومات پر مشتمل ہے۔

مقامی پیشکش [www.localoffer.centralbedfordshire.gov.uk](http://www.localoffer.centralbedfordshire.gov.uk) پر آن لائن بھی مل سکتی ہے۔

ہماری مقامی پیشکش کو بچوں اور بالغ دونوں خدمات کے متعدد پیشہ ور افراد نے ڈیزائن اور تیار کیا ہے بشمول

- تعلیم
- صحت
- سماجی دیکھ بھال
- SNAP پیرنٹ کیئر فورم (PCF)
- رضاکارانہ اور کمیونٹی گروپس

مقامی پیشکش میں ان خدمات کے بارے میں معلومات شامل ہوں گی جو پیدائش سے 25 سال تک خصوصی تعلیمی ضروریات

### Bine ați venit la Oferta Locală SEND (Nevoi educaționale speciale și/sau Dizabilități) din Centrul orașului Bedfordshire

Dacă aveți un copil sau persoană tânără cu Nevoi educaționale speciale și sau Dizabilități (SEND), atunci gândiți-vă la Oferta Locală ca fiind toate serviciile și sprijinul disponibil lor și dvs. ca părinte sau îngrijitor.

Această broșură Oferta Locală conține informații despre educație, sănătate și servicii de îngrijire, agenții de voluntariat, activități de plăcere și grupuri de sprijin.

Oferta Locală poate fi găsită de asemenea online la [www.localoffer.centralbedfordshire.gov.uk](http://www.localoffer.centralbedfordshire.gov.uk)

Ofertă noastră Locală a fost proiectată și dezvoltată de o serie de specialiști din ambele servicii pentru copii și adulți inclusiv

- educație
- sănătate
- asistență socială
- Forumul pentru îngrijitorii părinții numit SNAP
- grupuri de voluntari și comunități

Oferta Locală va include informații despre serviciile noastre care sunt disponibile pentru a ajuta copiii și tineri cu nevoi educaționale speciale și/ sau dizabilități (SEND) de la naștere până la vârsta de 25 de ani.

## Witamy w Central Bedfordshire SEND Local Offer

Jeśli opiekują się Państwo dzieckiem lub młodą osobą ze specjalnymi potrzebami edukacyjnymi i/lub niepełnosprawnościami (SEND), Local Offer może stać się Państwa punktem odniesienia zawierającym wszelkie usługi i wsparcie dostępne dla nich i dla Państwa jako rodziców lub opiekunów.

Ta broszura Local Offer zawiera informacje na temat edukacji, usług zdrowotnych i opiekuńczych, agencji wolontariackich, zajęć rekreacyjnych i grup wsparcia.

Local Offer można również znaleźć w Internecie pod adresem [www.localoffer.centralbedfordshire.gov.uk](http://www.localoffer.centralbedfordshire.gov.uk)

Nasz program Local Offer został zaprojektowany i opracowany przez wielu pracowników z wydziału opieki ds. dzieci i dorosłych, w tym przez

- ekspertów ds. edukacji
- ekspertów ds. zdrowia
- ekspertów ds. opieki społecznej
- forum rodziców i opiekunów SNAP Parent Carer Forum (PCF)
- grupy wolontariuszy i grupy społecznościowe

Program Local Offer będzie zawierał informacje o dostępnych usługach w celu wspierania dzieci i młodzieży ze specjalnymi potrzebami edukacyjnymi i/lub niepełnosprawnościami (SEND) od urodzenia do 25 roku życia.

WELCOME TO THE CENTRAL BEDFORDSHIRE SEND LOCAL OFFER .....	1
سنٹرل بیڈ فورڈ شائر SEND لوکل آفر میں خوش آمدید .....	1
BINE AȚI VENIT LA OFERTA LOCALĂ SEND (NEVOI EDUCAȚIONALE SPECIALE ȘI/SAU DIZABILITĂȚI) DIN CENTRUL ORAȘULUI BEDFORDSHIRE .....	1
WITAMY W CENTRAL BEDFORDSHIRE SEND LOCAL OFFER.....	2
<b>Early Years 0 – 5:.....</b>	<b>7</b>
<b>Children’s Centres:.....</b>	<b>7</b>
<b>SEND and Childcare .....</b>	<b>8</b>
<b>Childcare Costs: .....</b>	<b>8</b>
<b>The Early Years Special Educational Needs and Disabilities (SEND) Advisory Team .....</b>	<b>9</b>
EDUCATION .....	10
<b>Who decides what SEN support my child has? .....</b>	<b>10</b>
<b>Educational Psychology .....</b>	<b>12</b>
ASSESSMENT AND EHC PLANS .....	13
<b>Does my child need extra support?.....</b>	<b>13</b>
ANNUAL REVIEWS OF AN EHC PLAN .....	15
<b>How will I know when my Annual Review will be and who will tell me?.....</b>	<b>15</b>
<b>Who will attend the Annual Review?.....</b>	<b>15</b>
<b>What information should the school provide?.....</b>	<b>15</b>
<b>What information would I need to bring to the Annual Review meeting? .....</b>	<b>15</b>
<b>I am concerned about my child’s progress, what should I do? .....</b>	<b>15</b>
<b>How long will the review process take? .....</b>	<b>16</b>
<b>When would an EHCP be ceased? .....</b>	<b>16</b>
<b>How do I request a re-assessment? .....</b>	<b>16</b>
<b>Children and young people with EHC Plans: Preparing for Adulthood Reviews.....</b>	<b>17</b>
SPECIALIST SCHOOL.....	17
<b>Section 41 Independent Special Schools and Colleges .....</b>	<b>17</b>
ALTERNATIVE RESOURCE PROVISIONS .....	18
<b>Schools which cater for those with social, emotional, and mental health difficulties .....</b>	<b>18</b>
<b>Autism Spectrum Disorder (ASD): .....</b>	<b>18</b>

<b>Hearing Impairment Provision:</b> .....	<b>18</b>
<b>Language Impairment Provision:</b> .....	<b>18</b>
<b>Medical Needs Education Team</b> .....	<b>18</b>
<b>School Transport – Children and Young People with SEND eligibility.</b> .....	<b>19</b>
LEISURE AND THINGS TO DO .....	20
<b>Leisure and Countryside</b> .....	<b>20</b>
<b>Active Lifestyles – GP referral scheme</b> .....	<b>20</b>
<b>Leisure Centres</b> .....	<b>20</b>
<b>Theatres</b> .....	<b>21</b>
<b>Libraries</b> .....	<b>21</b>
<b>Accessible Venues</b> .....	<b>22</b>
<b>Disability Related Discounts</b> .....	<b>23</b>
<b>Accessible Holidays</b> .....	<b>24</b>
INDEPENDENT ADVICE AND SUPPORT .....	26
SPECIAL EDUCATIONAL NEEDS AND DISABILITY INFORMATION, ADVICE & SUPPORT SERVICES (SENDIASS) .....	27
SNAP PARENT CARER FORUM .....	28
HOME START PARENT MENTORING SERVICE .....	29
MONEY MATTERS .....	31
<b>Disability living Allowance (DLA)</b> .....	<b>31</b>
<b>Personal Independence Payment</b> .....	<b>32</b>
<b>Universal Credit</b> .....	<b>32</b>
<b>Direct payments</b> .....	<b>33</b>
<b>Help &amp; Support:</b> .....	<b>34</b>
<b>Disability Related Discounts</b> .....	<b>34</b>
HEALTH: .....	35
<b>Who provides health services for children and young people with SEND in Central Bedfordshire?</b> .....	<b>35</b>
<b>Health Services for Children and Young People in Bedfordshire:</b> .....	<b>35</b>
<b>Designated Clinical Officer (DCO) SEND</b> .....	<b>35</b>
<b>Information &amp; Contact details:</b> .....	<b>36</b>

<b>Blood Tests</b> .....	<b>36</b>
<b>Therapies:</b> .....	<b>37</b>
<b>Children's Occupational Therapy Service</b> .....	<b>37</b>
<b>Paediatric Occupational Therapy:</b> .....	<b>38</b>
CHILD & ADOLESCENT MENTAL HEALTH SERVICES (CAMHS) .....	40
<b>Mental Health Support for Children and Young People</b> .....	<b>42</b>
MENTAL HEALTH CRISIS .....	45
<b>NHS Crisis Line</b> .....	<b>45</b>
<b>East London Foundation Trust Crisis Resolution / Home Treatment (CRHT)</b> .....	<b>45</b>
<b>Planning for a crisis:</b> .....	<b>45</b>
PREPARING FOR ADULTHOOD AND EMPLOYMENT (AGED 14 YEARS AND ABOVE) .....	47
<b>Further Education</b> .....	<b>47</b>
<b>Post 16 Education</b> .....	<b>47</b>
<b>Further education (FE) colleges</b> .....	<b>48</b>
<b>Other Post 16 Educational Providers</b> .....	<b>48</b>
<b>Higher Education</b> .....	<b>49</b>
<b>Employment and Training (Post 16)</b> .....	<b>50</b>
<b>Youth Support Service</b> .....	<b>51</b>
<b>Financial support</b> .....	<b>52</b>
<b>The Care Act: Transition from childhood to adulthood</b> .....	<b>53</b>
<b>Transitioning to Adult Health Services</b> .....	<b>53</b>
<b>Community Inclusion - Friends and relationships</b> .....	<b>55</b>
SOCIAL CARE AND EARLY HELP .....	56
<b>Information and advice:</b> .....	<b>56</b>
<b>Children's Social Care Teams:</b> .....	<b>56</b>
<b>Early Help Assessments</b> .....	<b>59</b>
<b>Parent Carer Needs Assessment (PCNA)</b> .....	<b>59</b>
<b>Child &amp; Family Assessments</b> .....	<b>61</b>
<b>Short breaks</b> .....	<b>61</b>
TRANSITIONING TO ADULT SOCIAL CARE .....	62

<b>Young Adult and Independent Living Team (YAaLL)</b> .....	<b>62</b>
SUPPORT FOR YOUNG CARERS.....	64
<b>Young Carers Assessment</b> .....	<b>64</b>
TRAVEL AND TRANSPORT .....	65
<b>School Transport</b> .....	<b>65</b>
<b>Motability vehicles</b> .....	<b>65</b>
<b>Disability Driving Instructors</b> .....	<b>65</b>
<b>Blue Badge Scheme</b> .....	<b>65</b>
<b>Disabled Person’s Bus Pass and Railcards</b> .....	<b>66</b>
<b>Airports</b> .....	<b>66</b>
FREQUENTLY ASKED QUESTIONS .....	67
<b>Social Care</b> .....	<b>67</b>
<b>Contacting the local offer</b> .....	<b>69</b>
Scan the QR code below to go straight to the Local Offer website .....	<b>69</b>

## Early Years 0 – 5:

Here you can find information about childcare, children's centres and where to get support throughout your child's early years.

## Children's Centres:

Children's Centres work with partners to offer a range of services to meet your child's needs all in one place:

- child and family health services including antenatal, postnatal, and breast-feeding advice on parenting and parenting programmes.
- information and advice to parents on childcare, early years provision and 2-year-old funded places
- early education and school readiness, early communication support e.g., speech and language drop-ins
- outreach and family support services including home visits.
- a variety of drop-in sessions
- SEND Coffee mornings.



Dunstable Children's Centre  
Monday - Thursday: 8:30 - 4:30  
Friday: 8:30 - 4:00  
Westfield Road, Dunstable, LU6 1DW

Downside Neighbourhood Centre, Oakwood  
Avenue, Dunstable, LU5 4AS  
Telephone: 0300 300 8104 or 0300 300 8106  
Email: [dunstablechildrenscentres@centralbedfordshire.gov.uk](mailto:dunstablechildrenscentres@centralbedfordshire.gov.uk)

Flitwick Children's Centre  
Monday - Friday 8:30 - 4:00  
Malham Close, Flitwick, MK45 1PU  
Call: 0300 300 8111  
Email: [flitwick.childrencentre@centralbedfordshire.gov.uk](mailto:flitwick.childrencentre@centralbedfordshire.gov.uk)

Houghton Regis Children's Centres  
Monday - Thursday 9:00 - 4:30,  
Friday 9:00 - 4:00  
Tithe Farm building, Tithe Farm Lower School  
Tithe Farm Road, Houghton Regis, LU5 5JB  
Parkside building, Hawthorn Park Lower  
School, Parkside Drive, Houghton Regis, LU5  
5QN  
Call: 0300 300 8115 or 0300 300 8129  
Email: [houghtonregis.childrencentre@centralbedfordshire.gov.uk](mailto:houghtonregis.childrencentre@centralbedfordshire.gov.uk)

Leighton Buzzard Children's Centre  
Monday - Thursday 8:30 - 4:30,  
Friday 8:00 - 4:00  
East Street, Leighton Buzzard, LU7 1EW  
Call: 01525 384368  
Email: [lbcc@centralbedfordshire.gov.uk](mailto:lbcc@centralbedfordshire.gov.uk)

Sandy & Biggleswade Locality Children's  
Centre  
Monday - Thursday 9:00 - 4:30  
Friday 9:00 - 4:00  
Laburnum Road, Sandy, SG19 1HQ  
Call: 0300 300 8114 or 0300 300 8134  
Email: [sandy.childrencentre@centralbedfordshire.gov.uk](mailto:sandy.childrencentre@centralbedfordshire.gov.uk)

Shefford and Stotfold Locality Children's  
Centres  
Monday - Friday 8:30 - 4:00  
Shefford Lower School, School Lane, Shefford,  
SG17 5XA

Please call to book an appointment.  
St Mary's Church of England Academy, Rook  
Tree Lane, Stotfold, SG5 4DL  
Call: 0300 300 8112  
Email: [shefford.childrencentre@centralbedfordshire.gov.uk](mailto:shefford.childrencentre@centralbedfordshire.gov.uk)



## SEND and Childcare

All childcare providers must:

- give children with special educational needs or disabilities (SEND) the same opportunities as any other child.
- not charge more money to look after children with SEND.
- make [reasonable adjustments](#)<sup>1</sup> so that children with SEND can use their services

Local childcare providers for children aged 0 to 5 with SEND include:

- day nurseries which are registered with [Ofsted](#)<sup>2</sup> and offer morning to early evening care that is suitable for working parents, where your child is looked after with a group of children
- preschools which are registered with Ofsted and normally follow school hours (for example, 9 am to 3 pm), but some run for longer hours and offer breakfast and after school clubs
- childminders who are registered with Ofsted and care for your child in their home, often with a small group of children
- Nursery classes in schools

To find childcare options that are available in Central Bedfordshire please email [fyis@centralbedfordshire.gov.uk](mailto:fyis@centralbedfordshire.gov.uk) or call 0300 300 8585

### Childcare Costs:

There are several options that can help with paying the cost of childcare for your child. Funded childcare can be used with an Ofsted registered provider such as a:

- Childminder
- Day nursery
- Pre school
- Play group.
- School nurseries

### Funded Childcare for Two-Year-Olds:

The term after a child turns 2, they may be eligible for 15 hours a week of funded childcare based on the family income. If the child is in receipt of Disability Living Allowance (DLA) or has an EHC Plan they will be eligible. You can apply for the funding online at Central Bedfordshire's Family Information Directory, [www.centralbedfordshire.gov.uk/familyinfodirectory](http://www.centralbedfordshire.gov.uk/familyinfodirectory). If you require extra assistance with completing the form, or are unable to access it, your nearest Children's Centre can

---

#### <sup>1</sup> What do we mean by reasonable Adjustments?

Under the [Equality Act 2010](#) public sector organisations have to make changes in their approach or provision to ensure that services are accessible to disabled people as well as everybody else. Reasonable adjustments can mean alterations to buildings by providing lifts, wide doors, ramps and tactile signage, but may also mean changes to policies, procedures and staff training to ensure that services work equally well for people with learning disabilities. ( Ref : gov.uk)

#### <sup>2</sup> Who are Ofsted ?

Ofsted is the Office for Standards in Education, Children's Services and Skills. We inspect services providing education and skills for learners of all ages. We also inspect and regulate services that care for children and young people ( Ref : gov.uk)

help you complete it. Please bring along any supporting paperwork with you, such as your child's Disability Living Allowance award letter.

#### **Funded Childcare for Three- and Four-Year-Olds:**

All 3- and 4-year-olds are entitled to 15 hours of funded childcare, this is a universal offer and there are no criteria to meet. This will begin the term after their third birthday.

This can be extended to 30 hours funded childcare if you and your family meet certain eligibility criteria. You can apply online at [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk) or call the childcare service helpline on 0300 123 4097.

#### **The Early Years Special Educational Needs and Disabilities (SEND) Advisory Team**

The Early Years (SEND) Advisory Team provide support and help for children with additional needs. The team consists of Early Years Advisory Teachers and Early Years Specialist Practitioners. We are part of Central Bedfordshire's 0-12s Family Service.

Our Early Years Special Educational Needs and Disabilities (SEND) Advisory Team provides support to

- Children
- Parents and Carers
- Early Years settings such as Childminders and Nurseries
- Pre-schools and Schools

We ensure that your child receives the best support we can offer. We will do an initial assessment with you and your child either at home, or in their early years setting. When your child is ready to attend an early years setting, we will work with you and the setting, to help them settle in, to build on your child's skills, to encourage their progress in play, learning and communication and to identify any extra support your child may need. We will continue to work with your child until they transfer to school.

We receive referrals from professionals such as SENCO's and any Health Professional e.g., Paediatricians, Speech and Language Therapists, Audiologist, Physiotherapist, Occupational Therapist etc.

Referrals can be made by completing the online Single Referral Form, [www.centralbedfordshire.gov.uk/xfp/form/282](http://www.centralbedfordshire.gov.uk/xfp/form/282) or call 0300 300 4364.

## Education

Our vision for children and young people with special educational needs and disabilities is the same as for all children and young people – that they achieve well, fulfil their potential, and lead happy and enriched lives. A child’s education is pivotal to this.



The Special Educational Needs and Disability (SEND) Code of Practice - [www.gov.uk/government/publications/send-code-of-practice-0-to-25](http://www.gov.uk/government/publications/send-code-of-practice-0-to-25) plays a vital role in facilitating every child’s right to an accessible education. It sets out the duties of local authorities, health bodies and educational settings to provide for children and young people with special educational needs under the Children and Families Act (2014) - [www.legislation.gov.uk/ukpga/2014/6/contents](http://www.legislation.gov.uk/ukpga/2014/6/contents) .

Every child with special educational needs (SEN) should receive SEN support. This means help that is additional to or different from the support generally given to other children of the same age. The purpose of SEN support is to help children achieve the outcomes or learning objectives set for them by the school. Schools should involve parents in this process.

Every school must publish a SEN information report about the SEN provision the school makes on their own website. You can also ask your child’s teacher or the school’s Special Educational Needs Co-ordinator (SENCo) for information on the SEN provision made by the school.

### Who decides what SEN support my child has?

The school should decide if your child needs SEN support and should talk to you and your child about this. If a young person is 16 or older the school should involve them directly. Sometimes you may be the first to be aware that your child has some special educational needs. If you think your child may need SEN support, you should talk to your child’s teacher or to the Special Educational Needs Co-ordinator (SENCo). If you are not happy about the support your child has you can ask to talk to the SENCo or headteacher.

When your child is identified with SEN, the school should use a graduated approach based on four steps. These are Assess, Plan, Do and Review.

The Graduated Approach	
<b>Assess</b>	Teaching staff should work with the Special Educational Needs Co-ordinator to assess your child’s needs, so that they give the right support. They should involve you in this and, where possible, seek your child’s views. Sometimes schools will seek advice from a specialist teacher or a health professional. They should talk to you about this first.
<b>Plan</b>	If the school decides that your child needs SEN support, it must tell you. The school should talk with you about the outcomes that will be set, what help will be provided and agree a date for progress to be reviewed.
<b>Do</b>	Your child’s class or subject teacher is usually responsible for the work that is done with your child and should work closely with any teaching assistants or specialist staff involved. The school should tell you who is responsible for the support your child receives. All those who work with your child should be made aware of their needs and support agreed.
<b>Review</b>	The school should review your child’s progress, and the difference that the help your child has been given has made, on the date agreed in the plan. You and your child should be involved in the review and in planning the next step. Sometimes it helps to

involve other professionals in further assessment or to support planning the next steps.
--

If your child has not made reasonable progress, it will be important to agree with the school what should happen next. You and the school can look at the Local Offer - <a href="http://localoffer.centralbedfordshire.gov.uk/">localoffer.centralbedfordshire.gov.uk/</a> website to see what support is available that could help achieve your child's outcomes.
--

For those children and young people who do not require an EHC Needs Assessment, there are 2 stages of SEN support:

- **Stage 1** - some additional or different intervention within the school or setting will be required to enable the child / young person to access independent learning and the curriculum.
- **Stage 2** - builds on the arrangements for Stage 1 and draws on more detailed approaches, more frequent review, and more specialist expertise in successive cycles in order to match interventions to the needs of children and young people.

For higher levels of need, schools should have arrangements in place to draw on more specialised assessments from external agencies and professionals.

Where it is decided to provide a pupil with SEND support, the teacher and the SENCO should consult the parent and pupil. Settings should work with parents and young people to create a SEND Support Plan at this point. An example of a SEND Support Plan can be found on the Local Offer Website - [localoffer.centralbedfordshire.gov.uk/](http://localoffer.centralbedfordshire.gov.uk/). Some schools may call this something different such as a provision map or a passport.

The outcomes, interventions and support should be agreed as well as the expected impact on progress, development, or behaviour, along with a clear date for review.

## Educational Psychology

An Educational Psychologist (sometimes referred to as an EP or 'ed psych') is someone trained to help children and young people (from ages 0 - 25) with their learning and development. This can be through:

- direct work with a child or young person,
- supporting the adults around the child (parents, carers, teachers, and professionals from a range of disciplines)
- or a combination of both

All Educational Psychologists are registered with the [Health and Care Professions Council](http://www.hcpc-uk.org/)<sup>3</sup> (HCPC) - [www.hcpc-uk.org/](http://www.hcpc-uk.org/) .

An Educational Psychologist is usually asked to provide support regarding a pupil at pre-school, school, or college when they are believed to be struggling despite the support that the setting is providing as part of the graduated approach.

Pupils might be:

- not making expected progress in their learning
- struggling to express themselves or understand what is going on in the classroom.
- speech, language, and communication difficulties
- having social interaction issues which affect their friendships and wellbeing.
- having difficulty managing their feelings and behaviours
- experiencing physical, sensory or health needs which are impacting on their development and education.

Direct contact with the service is usually made via the school or setting's Special Educational Needs Co-ordinator (SENCo).

---

### <sup>3</sup> Who are the Health Care Professionals Council (HCPC) ?

The HCPC is a regulatory body in the United Kingdom for certain health care professionals . By law these professions must be registered with the HCPC to work in the UK . THE HCPC role is to protect the public .Professions that must register to practice include : Practitioner Psychologists Speech & Language, Occupational and Physiotherapists, Radiographers, Arts Therapists, Biomedical Scientists, Chiropodists/Podiatrists, Clinical Scientists, hearing aid dispensers, Operating Department practitioners, Orthoptists, Paramedics and Prosthetists / Orthotists. You can check whether your health care professional is registered by visiting [www.hcpc-uk.org](http://www.hcpc-uk.org) or contact the HCPC Switchboard on **0300 500 6184**

## Assessment and EHC Plans

Does my child need extra support?

**SPECIAL EDUCATIONAL NEEDS AND DISABILITIES PARENTAL INFORMATION**

Does my child need extra support?

Central Bedfordshire

Does my child need an EHCP (Educational Health Care plan)?

**WHAT IS AN EHC NEEDS ASSESSMENT?**

An Education, Health and Care (“EHC”) needs assessment is part of the wider SEND (Special Educational Needs and Disability) support available to young people. It is an assessment of a child or young person’s (0-25years) education, health and care needs related to SEN. It can identify where support is needed to help them

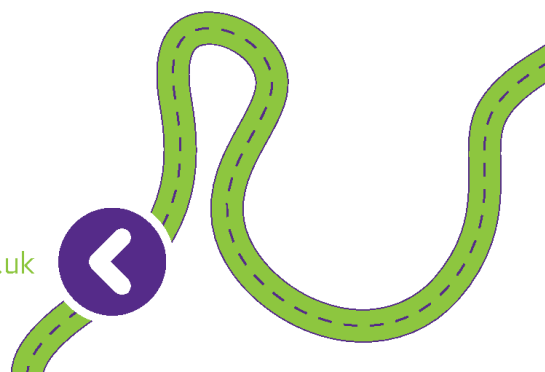
make progress and achieve their outcomes. If additional support is indicated, an Education, Health and Care plan (EHCP) might be produced. The EHC plan describes the child or young persons special education needs, the support that must be provided and the outcomes they wish to achieve.

### HOW DO I REQUEST AN EHC NEEDS ASSESSMENT

To request an EHC needs assessment, you will need to e-mail the STATAS e-mail ([statass@centralbedfordshire.gov.uk](mailto:statass@centralbedfordshire.gov.uk)) – This is the e-mail for the statutory team who carry out duties in respect of processes linked to EHCP’s. You can also write to the statutory SEND team at:  
Central Bedfordshire Council Offices  
Watling House,  
High St N,  
Dunstable, Bedfordshire  
LU6 1LF

A young person over the age of 16 will need to give their consent in order for a needs assessment request to be made.

Apply to: [Statass@centralbedfordshire.gov.uk](mailto:Statass@centralbedfordshire.gov.uk)



## WHAT IF MY SCHOOL DECLINES MY REQUEST FOR AN EHC NEEDS ASSESSMENT?

If you are concerned about your child's progress and are thinking about making an EHC needs assessment request we strongly advise you to speak to your child's keyworker, class teacher or the School SENDCO first if possible. It may be that positive next steps can be agreed together without the need for an EHC needs assessment.

There may be occasions where school feels that your child is making appropriate progress and cannot see evidence of parental concerns. It is reasonable in these circumstances for them to decline any request to pursue an EHC needs assessment. This does not prevent a parent/carer or young person over 16 from applying themselves for an EHC needs assessment. A school should not decline a needs assessment for any of the following reasons:

- inability or lack of knowledge which hinders an ability to support any further
- cost
- prioritisation of other pupils with greater need
- lack of external specialist advise.
- no diagnosis
- recent transfer from or to a new school
- location of the school outside of the CBC authority
- absence from school
- dual registration, commissioned placement or between placements

## WHERE CAN I OBTAIN HELP AND SUPPORT?

If you feel you need additional support you may be able to obtain this from:

- The Early Help Team, can support your family to make an early assessment of your child/ children's needs. This is not required in order to apply for a needs assessment but it may be just what your family needs to identify appropriate support.
- SENDIASS (support@sendiass.co.uk) who can provide information, advice and support to children and young people with SEND and their parents and carers

Whilst we develop our parent/carers web link please find the information on the process as it currently stands

[www.centralbedfordshire.gov.uk/info/8/support\\_for\\_professionals/518/information\\_for\\_practitioners\\_-\\_eha/3](http://www.centralbedfordshire.gov.uk/info/8/support_for_professionals/518/information_for_practitioners_-_eha/3)

If you are concerned about your child's progress and are thinking about making an EHC needs assessment request we strongly advise you to speak to your child's keyworker, class teacher or the School SENCO first if possible.

## Annual Reviews of an EHC Plan

The annual review is the statutory process of looking at the needs, provision and outcomes specified in an EHC Plan, and deciding whether these need to change.

Annual Reviews are an opportunity for everyone supporting a child who has an EHCP to review their progress towards outcomes. The review will happen within 12 months of the previous review, or within 12 months of their first EHCP (every 6 months for children under the age of 5.)

This page has a bank of resources to support you in understanding what the annual review process looks like, and how to request support. Should you need more information or help with the annual review process, please speak to your child's SENCO, or contact [SENDIASS](#).

### How will I know when my Annual Review will be and who will tell me?

- An annual review will be held within 12 months of the first EHCP being finalised, or within 12 months of the previous review.
- If your child or young person (CYP) is under the age of 5, the review will take place every 6 months until their 5th birthday.
- In most cases, the school or educational institution will inform parents/carers and child or young person, the date of an upcoming annual review, giving at least two weeks' notice of the meeting.
- If your child is electively home educated or is not attending a school or educational institution, then the EHC team will provide details of when the review will take place.

### Who will attend the Annual Review?

- Most annual reviews will be attended by the school or setting- usually the SENCO will organise it
- Parents/carers and the CYP will be asked to attend as well as any people who are involved with your child's education or support. For example, CAMHS, other health services, or a social worker if they are involved.
- Whilst it is not necessary for a member of the EHC Team to attend every annual review, they should be invited by the school/setting, and will attend where there is a specific request for them to do so and there are circumstances where input from a member team would be beneficial as part of the annual review process.

### What information should the school provide?

The school will request updates from everyone involved in supporting the child or young person, 8 weeks before the review, and then will share the information provided 2 weeks before the review so that you can read it before the meeting.

### What information would I need to bring to the Annual Review meeting?

It is good to bring any up-to-date information including new professional reports, for example health reports. It can also be helpful to bring any questions you or your child has regarding any aspect of the EHCP or their education.

### I am concerned about my child's progress, what should I do?

- This should be discussed at the annual review, and you can raise it with the school at any time if you become concerned.



- Between each annual review, shorter term targets should be set for your child and, if necessary, amended regularly to ensure that they remain on track to achieve the outcomes specified in their EHCP.
- Where a pupil is making less than expected progress, the school can involve specialists, including those secured by the school itself or from outside agencies. This might include a referral to the special school outreach service, the speech and language therapy service, or the occupational therapy team.
- For more information on what support is available from different services and how it may be accessed, please see our [Local Offer](#)

### How long will the review process take?

- The setting must send the review paperwork to the EHC Team within 10 days.
- Once the EHC Team have received it, they will decide whether to amend, cease, or maintain the plan based on what has been shared, and inform you within 4 weeks of their decision.
- If the EHC Team decide to amend the plan the amended plan will be sent to you without delay and issue a draft amended EHCP to the parents or CYP for their comments.
- The final amended EHCP must be issued within 8 weeks of the draft.

### When would an EHCP be ceased?

The LA may cease to maintain the EHCP only if it determines that it is no longer necessary for the plan to be maintained, or if it is no longer responsible for the child or young person. This includes where the child or young person no longer requires the special educational provision specified in the EHCP.

When considering whether a young person aged 19 or over no longer needs the special educational provision specified in the EHCP, the LA will take account of whether the education or training outcomes specified in it have been achieved.

The circumstances where a LA is no longer responsible for the child or young person include where:

- A young person aged 16 or over leaves education to take up paid employment (including employment with training but excluding apprenticeships)
- The young person enters higher education
- A young person aged 18 or over leaves education and no longer wishes to engage in further learning

### How do I request a re-assessment?

The review process will enable changes to be made to an EHCP so it remains relevant to the needs of the child or young person and their outcomes. There may be occasions when a re-assessment becomes appropriate, for example a child or young person's needs change significantly.

A request for reassessment can be made by the child's parent or the child or young person themselves, the setting, or the [Integrated Care Board](#).

The LA must notify the child's parent or the young person of its decision as to whether it will undertake a re-assessment within 15 calendar days of receiving the request to re-assess. A local authority may also decide to initiate a reassessment without a request if it thinks one is necessary.

## Children and young people with EHC Plans: Preparing for Adulthood Reviews

At Year 9, and every review thereafter, annual reviews must include a focus on preparing for adulthood (PFA). PFA reviews will be centred around the individual and explore children and young people's aspirations and abilities, what they want to be able to do when they leave education or training after 16 and the support, they need to achieve their ambitions. EHCP PFA reviews should include outcomes and planning about:

- Education and Employment
- Independent Living
- Community and Inclusion
- Health

The Council for Disabled Children has published a booklet titled Education, Health and Care plans examples of good practice - [councilfordisabledchildren.org.uk/](http://councilfordisabledchildren.org.uk/)

## Specialist School

Central Bedfordshire has the following special schools for children with an Educational Health and Care Plan (EHCP)

### Ivel Valley

School Site: Hitchmead Road, Biggleswade, Beds, SG18 0NL

College Site: The Baulk, Biggleswade, Beds. SG18 0PT

Telephone: 01767 601010

Website: [www.ivelvalley.beds.sch.uk/](http://www.ivelvalley.beds.sch.uk/)

Email: [admin@ivelvalley.beds.sch.uk](mailto:admin@ivelvalley.beds.sch.uk)

### The Chilterns

Kingsland Campus, Parkside Drive, Houghton Regis. LU5 5PX

Telephone: 01582 866972

Website: [www.chiltern.beds.sch.uk/](http://www.chiltern.beds.sch.uk/)

Email: [school@chiltern.beds.sch.uk](mailto:school@chiltern.beds.sch.uk)

### Weatherfield Academy

Brewers Hill Road, Dunstable, LU6 1AF

Telephone: 01582 605632

Website: [www.weatherfield.beds.sch.uk/](http://www.weatherfield.beds.sch.uk/)

Email: [school@weatherfield.beds.sch.uk](mailto:school@weatherfield.beds.sch.uk)

## Section 41 Independent Special Schools and Colleges

Section 41 schools – These are **independent special schools** which have been approved by the Secretary of State under section 41 of the Children and Families Act (“CAFA”) 2014 as schools which a parent or young person can request to be named in an EHC plan. This means parents or young people have a right to request this type of school is named in an EHC plan in the same way they can request a maintained school. The list of schools can be found on the government's website, [www.gov.uk/government/publications/independent-special-schools-and-colleges](http://www.gov.uk/government/publications/independent-special-schools-and-colleges)

## Alternative Resource Provisions

### Schools which cater for those with social, emotional, and mental health difficulties

For some children and young people, difficulties in their emotional and social development, can mean that they require additional and different provision for them to achieve. This is known as social, emotional, and mental health difficulties (SEMH).

Oak Bank School, Leighton Buzzard

Telephone: 01525 374559

Lancot School, Dunstable

Telephone: 01582 667956

Silsoe Lower School, Silsoe

Telephone: 01525 860247

### Autism Spectrum Disorder (ASD):

Arnold Academy, Barton-le-Clay

Telephone: 01582 616400

Biggleswade Academy, Biggleswade

Telephone: 01767 660515

Ramsey Manor Lower School, Barton-le-Clay

Telephone: 01582 881318

The Rushmere Park Academy, Leighton Buzzard

Telephone: 01525 372096

St. Swithun's Primary School, Sandy

Telephone: 01767 680692

Samuel Whitbread Academy, Clifton

Telephone: 01462 629 90

The Vale Academy, Dunstable, LU5 4QP

Telephone: 01582 211174

### Hearing Impairment Provision:

20 spaces are available across the following 3 schools:

Toddington St. George C of E School

Telephone: 01525 872360

Parkfields Middle School, Toddington

Telephone: 01525 872555

Harlington Upper School

Telephone: 01525 755100

### Language Impairment Provision:

There are 2 schools offering spaces for those with language impairment:

Heathwood Lower School, Leighton Buzzard

Telephone: 01525 377096

St. Andrews Lower School, Biggleswade

Telephone: 01767 312311

### Medical Needs Education Team

Our Medical Needs Education Team provides teaching and support for children and young people of statutory school age and who are on the roll of a school, who due to illness require suitable alternative arrangements for their education whilst unwell.

Teaching is provided for pupils whose education is disrupted for up to 15 days or more over time - when it has been decided that Medical Needs Education Team is the most appropriate service to deliver the education, due to:

- an operation, illness or injury keeping the pupil away from school whilst recovering.
- an illness or injury requiring regular hospital attendance.

- a medical condition that causes frequent absences from school
- a mental illness requiring therapeutic support.

The service provides high quality teaching, mainly in the three core subjects of Maths, Science and English, as a way of supporting reintegration back into school. The education can take place in a pupil's home environment. However, when the pupil is able and health supports this, their education can take place in other buildings and may be in small groups - with reintegration being the ultimate goal. Pupils remain on the roll of their school, and the Medical Needs Education Team teachers work in partnership with the school, parents, family, and young person to ensure continuity and progression for the pupil, taking account of medical advice. Schools and the Medical Needs Education Team support reintegration of pupils where the medical advice supports their readiness to return to school.

Telephone: 0300 300 8038 or email: [medicalteam@centralbedfordshire.gov.uk](mailto:medicalteam@centralbedfordshire.gov.uk)

SENDIASS is a free, confidential, and impartial information, advice and support service on issues related to Special Educational Needs and Disability. Providing unbiased information and advice about what the law says, the local authority's policies and procedures and about the policy and practice in local schools and other settings. More information can be found on Special Educational Needs and Disability Information, Advice & Support Services (SENDIASS).

### **School Transport – Children and Young People with SEND eligibility.**

A child with Special Educational Needs and/or Disability (SEND) will also be provided with travel assistance where it is identified that they are unable to safely walk the journey to and from school (accompanied where a parent/carer would normally be expected to do so) due to their SEND needs even if distance criteria are not met. The child is not required to have an EHCP.

More details and how to apply for SEND Transport, including the policies can be found on the Local Offer website, [localoffer.centralbedfordshire.gov.uk/](http://localoffer.centralbedfordshire.gov.uk/) or call the School Transport Team on 0300 300 8339

## Leisure and Things to do

There are lots of clubs and activities in the local area where children and young people with special educational needs or disabilities (SEND) can have fun, make friends, and build their confidence.



### Leisure and Countryside

In Central Bedfordshire, there are lots of leisure facilities, such as:

- leisure centres
- libraries
- theatres
- countryside parks
- open spaces
- an extensive network of public footpaths and bridleways

They all offer a range of regular and seasonal activities and events for different interest groups and abilities. Several countryside sites provide walks that are likely to be more suitable for people with limited mobility. This includes users of wheelchairs and mobility scooters.

### Active Lifestyles – GP referral scheme

Active lifestyles referrals help people that are currently sedentary or inactive and have a health condition or other health risk factors to become more physically active. Whether you are completely new to sport or physical activity or would like to do a little more each day, our active lifestyles team can help. The scheme offers you motivation, advice and support that may help you to improve your current health and wellbeing. You need to be referred by your GP or health professional. Once you have been referred you will be contacted within two weeks of receiving the referral to talk you through the next steps.

Telephone: 0300 300 6372 or 0300 300 5125 email: [active.lifestyles@centralbedfordshire.gov.uk](mailto:active.lifestyles@centralbedfordshire.gov.uk)

### Leisure Centres

The Dunstable Centre, Court Drive, Dunstable,  
LU5 4JD

Call: 01582 361400

Email: [dunstableinfo@everyoneactive.com](mailto:dunstableinfo@everyoneactive.com)

Flitwick Leisure Centre, Steppingley Road,  
Flitwick, MK45 1TH

Call: 01525 300916

Email: [flitwickinfo@everyoneactive.com](mailto:flitwickinfo@everyoneactive.com)

Houghton Regis Leisure Centre, Parkside  
Drive, Houghton Regis, LU5 5PY

Call: 01582 866141

Email: [houghtonregisinfo@everyoneactive.com](mailto:houghtonregisinfo@everyoneactive.com)

Sandy Sports Centre, Engayne Avenue, Sandy,  
SG19 1BL

Call: 01767 681872

Email: [sandysportsinfo@everyoneactive.com](mailto:sandysportsinfo@everyoneactive.com)

Saxon Leisure Centre, Saxon Drive,  
Biggleswade, SG18 8SU

Call: 01767 433133

Email: [saxoninfo@everyoneactive.com](mailto:saxoninfo@everyoneactive.com)

Tiddenfoot Leisure Centre, Mentmore Drive,  
Leighton Buzzard, LU7 2AF

Call: 01525 375765

Email: [tiddenfootinfo@everyoneactive.com](mailto:tiddenfootinfo@everyoneactive.com)

## Theatres

Leighton Buzzard Theatre, Lake Street,  
Leighton Buzzard, LU7 1RX  
Box Office: 0300 300 8125  
Website:  
[www.leightonbuzzardlibrarytheatre.co.uk](http://www.leightonbuzzardlibrarytheatre.co.uk)

Grove Theatre  
Grove Park, Court Drive, Dunstable, LU5 4GP  
Box Office: 01582 602080 (option 2)  
General Enquiries: 01582 609351  
Email: [grovetheatreinfo@everyoneactive.com](mailto:grovetheatreinfo@everyoneactive.com)  
Website: [www.grovetheatre.co.uk/](http://www.grovetheatre.co.uk/)

## Libraries

Amphill Library  
1 Dunstable Street  
Amphill  
MK45 2NL  
Tel: 0300 300 8053

Arlesey Resource Centre  
High Street  
Arlesey  
SG15 6SN  
Tel: 01462 731469

Barton Library  
Bedford Road  
Barton  
MK45 4PP  
Tel: 0300 300 8054

Biggleswade Library  
Chestnut Avenue  
Biggleswade  
Bedfordshire  
SG18 0LL  
Tel: 0300 300 8055

Dunstable Library  
The Dunstable Centre  
Court Drive  
Dunstable  
LU5 4JD  
Tel: 0300 300 8056

Flitwick Library  
Coniston Road  
Flitwick  
MK45 1QJ  
Tel: 0300 300 8057

Houghton Regis Library  
Bedford Square  
Houghton Regis  
Bedfordshire  
LU5 5ES  
Tel: 0300 3008058

Leighton Buzzard Library  
Lake Street  
Leighton Buzzard  
LU7 1RX  
Tel: 0300 300 8059

Potton Library  
Clock House  
Potton  
SG19 2NP  
Tel: 0300 300 8063

Sandy Library  
Market Square  
Sandy  
SG19 1EH  
Tel: 0300 300 8065

Shefford Library  
High Street  
Shefford  
SG17 5DD  
Tel: 0300 300 8067

Stotfold Library  
Hitchin Road  
Stotfold  
SG5 4HP  
Tel: 0300 300 8068

Toddington Library  
9 Market Square  
Toddington  
LU5 6BP  
Tel: 0300 300 8069

The Home Library Service is available to anyone who lives in Central Bedfordshire and wants to read or listen to books and has no-one able to choose and collect items for them from a library. The service is available to people of all ages, who satisfies at least one of the service eligibility criteria. It is also available to carers who may be housebound due to the nature of their caring duties. It is available to people who:

- do not wish to visit a public space at this time due to COVID-19
- have a physical disability that prevents them travelling to a library building.
- have a learning or developmental difficulty that makes it difficult for them to leave home.
- have a mental health difficulty that makes it difficult for them to leave home
- are registered blind or are partially sighted.
- are frail or in poor health.
- cannot walk or travel to access a library building.
- are unable to go out without help
- have a disability or fluctuating condition and it is difficult to carry library books between the library and their home are recovering from an operation and in need of short-term help.

Applications for the Home Library Service can be made by downloading the [Home Library Service application form](#) or you can phone Flitwick Library on 0300 300 8057 who can fill out an application form for you. All information will be treated confidentially.

Completed forms should be sent to Flitwick Library either by:

- post: Flitwick Library, Coniston Road, Flitwick, Bedford, MK45 1QL
- email: [flitwick.library@centralbedfordshire.gov.uk](mailto:flitwick.library@centralbedfordshire.gov.uk)

## Accessible Venues

Once you have decided on where you would like to go, you can contact the venue directly to enquire about what facilities they have on offer, such as:

- disabled parking spaces
- wheelchair access
- disabled toilet or accessible changing facilities
- accessible restaurant facilities

The venue or event you are attending may require you to book in advance or phone ahead to let them know your requirements. Some venues may be able to hire out wheelchairs for the day, so it's worth finding out what they offer beforehand.

[AccessAble](#) is a website where you can find detailed access information to thousands of venues across the UK and the Republic of Ireland: shops, pubs, restaurants, cinemas, theatres, railway stations, hotels, universities, hospitals and more.

Some locations may have accessible changing facilities, although these are still quite scarce. Use the [Changing Places website](#) to find your nearest changing facility or telephone 020 7803 4814, email [changingplaces@musculardystrophyuk.org](mailto:changingplaces@musculardystrophyuk.org)

You may also want to buy a Radar key, which offers disabled people independent access to locked public toilets around the country. These can be bought from Disability Rights UK, Phone: 0203 687 0790 or email: [shop@disabilityrightsuk.org](mailto:shop@disabilityrightsuk.org)

## Disability Related Discounts

Did you know that as a parent or carer of a child with special educational needs or disabilities, you may be able to get discounted or free entry to a range of leisure options? You may also find that you can skip lengthy queues. Not all attractions will advertise their discounts, so don't be afraid to ask! You will need to have with you evidence of disability - a copy of your award letter for Disability Living Allowance for example.

The Access Card translates your disability/impairment into symbols are relevant to your needs – these include wheelchair access; urgent toilet needs or difficulty withstanding and queuing.

Telephone: 0330 808 5108

Typetalk: 1 800 10330 808 5108

Email: [cards@accesscard.org.uk](mailto:cards@accesscard.org.uk)

Website: [www.accesscard.online/](http://www.accesscard.online/)

The CEA Card enables a disabled cinema guest to receive a complimentary ticket for someone to go with them when they visit a participating cinema. More information and how to apply can be found on the CEA Card website.

Telephone: 01244 526016

Email: [info@ceacard.co.uk](mailto:info@ceacard.co.uk)

Website: [www.ceacard.co.uk/apply](http://www.ceacard.co.uk/apply)

Carers Card is for unpaid carers who live in Bedford Borough or Central Bedfordshire – you just show or mention your card. Unpaid carers look after a relative, partner, friend or neighbour who is ill, frail or disabled, who depends on them to help with everyday tasks.

Call: 0300 111 1919

Email: [contact@carersinbeds.org.uk](mailto:contact@carersinbeds.org.uk)

Website: [carersinbeds.org.uk/](http://carersinbeds.org.uk/)

Carers Grant, if you provide substantial care as an unpaid carer, a carers grant can enable you to take up a break, activity, service, or training that will improve your health or wellbeing. As a carer registered with Carers in Bedfordshire, you can apply for a grant online through their website or by post.

Call: 0300 111 1919

Email: [contact@carersinbeds.org.uk](mailto:contact@carersinbeds.org.uk)

Website: [carersinbeds.org.uk/](http://carersinbeds.org.uk/)

The Max Card provides free access to attractions for looked after children, children with disability or complex needs, their friends and family. The card is valid for two years and gives free entry for 2 children and 2 adults. Find out more information and apply for a card via the SNAP Parent Carer Forum.

Call: 07984 545044

Email: [admin@snappcf.org.uk](mailto:admin@snappcf.org.uk)

Website: [www.snappcf.org.uk/max-cards/](http://www.snappcf.org.uk/max-cards/)

Merlin's Magic Wand offers magical days out at Merlin Entertainments attractions such as EgoLand, Sea Life Centres and Madame Tussauds. They welcome applications on behalf of children aged 2 to 18 years with a confirmed serious illness, long-term illness, disability, or disadvantage.

Website: [www.merlinsmagicwand.org/](http://www.merlinsmagicwand.org/)



## Accessible Holidays

The following organisations can provide details of holiday accommodation that's suitable for people with disabilities and their carers.

Tourism for All is a national charity that provides information on accessible holiday venues and places in the UK and abroad for disabled people, their carers and family.

Call: 0845 124 9971

Email: [info@tourismforall.org.uk](mailto:info@tourismforall.org.uk)

Website: [www.tourismforall.org.uk/](http://www.tourismforall.org.uk/)

Revitalise is a national charity that specialises in short breaks throughout the year for adults and children (aged six and older) with physical disabilities, dementia or sight impairment, and their carers. The charity has holiday centres around the UK and offers holidays in Spain and Germany.

Call: 0303 303 0145

Email: [bookings@revitalise.org.uk](mailto:bookings@revitalise.org.uk)

Website: [revitalise.org.uk/](http://revitalise.org.uk/)

The Disaway Trust is a registered charity that organises group holidays internationally and in the UK for people with physical disabilities aged 16 to 80 and their carers.

Call: 01737 214805

Website: [www.disaway.co.uk/](http://www.disaway.co.uk/)

[Disabled Holidays](http://www.disabledholidays.com/) is an online directory of organisations and venues, both in the UK and abroad, that cater for children and adults with disabilities.

Call: 0161 260 0224

Website: [www.disabledholidays.com/](http://www.disabledholidays.com/)

The Calvert Trust runs outdoor adventure activities in the countryside. These activities help children and adults with disabilities, along with their families and friends, to fulfil their potential. The trust has three purpose-built centres with full-board or self-catering accommodation around the UK, offering a range of sports and recreational activities.

Exmoor: 01598 763221

Kielder 01434 250232

Lake District: 01768 772255

Website: [www.calvert-trust.org.uk/](http://www.calvert-trust.org.uk/)

The Holiday Homes Trust provides affordable holidays for families, carers or groups who have a member with a disability, physical, mental, or age-related illness. Their centres are located at popular holiday sites with specially adapted accommodation for all families with a special need, and low-income or single-parent families.

Telephone: 020 8433 7290 or 020 8433 7291

Mobile: 07935 646541 or 07935 649610

Website: [www.holidayhomestrust.info/](http://www.holidayhomestrust.info/)

[AccessABLE Adventures](http://www.accessableadventures.co.uk/) provide friendly and inclusive travel experiences for everyone, with a focus on those with additional needs; whatever they might be! Their current Holiday location is Haven: Hopton Holiday Village; in the beautiful setting and popular holiday destination of Great Yarmouth.

Telephone: 07534 502612

Email: [info@accessableadventures.co.uk](mailto:info@accessableadventures.co.uk)

Website: <https://accessableadventures.co.uk/>

## Clubs, Groups and Activities

Autism Bedfordshire - an independent charity that provides Youth Groups, Summer Schemes and activities for children, young people and adults who are autistic and their families in Bedfordshire.

General enquiries: 01234 214871

Help Line: 01234 214871

Email: [enquiries@autismbeds.org](mailto:enquiries@autismbeds.org)

Website: [www.autismbedfordshire.net](http://www.autismbedfordshire.net)

Bedfordshire District Cerebral Palsy Society (BDCPS) is a small charity based in Bedfordshire, which provides playschemes and youth clubs for children and young people with complex disabilities (aged 0 to 25). In addition, BDCPS also provide critical support and activities to families, which includes parent, carers, and siblings.

Call: 01234 351759

Email: [cp.enquiries@bdcps.org.uk](mailto:cp.enquiries@bdcps.org.uk)

Website: [bdcps.charity/](http://bdcps.charity/)

Bedfordshire Down's Syndrome Support Group is a registered charity, and we are affiliated to the Down's Syndrome Association. Offers support to parents/carers of children with Down's Syndrome. They have fortnightly coffee mornings; organise trips and activities and they have regular speech therapy sessions and presentations by a range of professionals.

Call: 01525 841418

Email: [support@bedsdownssyndrome.co.uk](mailto:support@bedsdownssyndrome.co.uk)

Website: [www.bedsdownssyndrome.co.uk/](http://www.bedsdownssyndrome.co.uk/)

Carers in Bedfordshire provide lots of events, activities and talks for information, support, and leisure for all carers of family and friends.

Call: 0300 111 1919

Email: [contact@carersinbeds.org.uk](mailto:contact@carersinbeds.org.uk)

Website: [carersinbeds.org.uk/](http://carersinbeds.org.uk/)

Families United Network (F.U.N.) is a charity supporting children and young adults living in Bedfordshire who have any kind of additional need or disability, and their siblings and family carers. FUN provides clubs and activities for children aged from birth to 18 years, and for adults aged 18+. It is free to join and as a member you and your family can access all of our services and support.

Call: 01582 420800

Email: [info@familiesunitednetwork.org.uk](mailto:info@familiesunitednetwork.org.uk)

Website: [www.familiesunitednetwork.org.uk](http://www.familiesunitednetwork.org.uk)

Imagination Dance CIC deliver specialised, tailor-made sessions which can range from Wheelchair Dance to dance clubs in Primary and SEND schools.

Call: 07394 934911

Email: [info.imaginationarts@yahoo.com](mailto:info.imaginationarts@yahoo.com)

Website: [imaginationarts.co.uk/](http://imaginationarts.co.uk/)

Kids in Action run regular youth club and kids club events.

Kids in Action Youth Club: for kids aged 4 – 18  
Every Saturday: 10am – 3pm.

School Holiday Clubs

Every Tuesday and Thursday (during the school holidays): 10am – 3pm

Call: 01582 477762

Email: [info@kidsinaction.org.uk](mailto:info@kidsinaction.org.uk)

Website: [www.kidsinaction.org.uk/](http://www.kidsinaction.org.uk/)

Spectrum Community Arts Ltd is a not-for-profit organisation providing performing arts workshops for people with disabilities and additional needs. Spectrum delivers weekly out of school clubs and bespoke workshop programmes for Special Schools, SEND departments within mainstream schools, charities, adult day services and other organisations.

Call: 07741 280382

Email: [admin@spectrumca.co.uk](mailto:admin@spectrumca.co.uk)

Website: [www.spectrumca.co.uk/](http://www.spectrumca.co.uk/)

## Independent advice and support

There are many different services which offer information, advice and support about any issue related to special educational needs and disability including:

- local policy and practice
- educational support
- education health and care (EHC) plans
- personal budgets and personalisation
- disagreement resolution / mediation

These services can give practical, factual, and impartial information advice and support to enable parents/carers and young people to participate fully in decisions about education, health, and social care. This may include:

- advice and support by telephone or email
- individual casework which may include support with meetings.
- help with writing letters.
- help with understanding and interpreting information provided.
- information about other services or sources of support locally or nationally
- advice through parent / carer support group

### Useful organisations:

Contact for families with disabled children has advice and information about any concern a family might have about raised a child with additional needs.

Telephone: 0808 808 3555 - free helpline

Email: [helpline@cafamily.org.uk](mailto:helpline@cafamily.org.uk)

Website: [contact.org.uk/](http://contact.org.uk/)

Independent Parental Special Education Advice (IPSEA) offers free and independent advice on local authorities (LA) legal duties to assess and provide for children with SEND. (Monday to Friday, 9am-5pm)

Telephone: 01799 582030

Email: [office@ipsea.net](mailto:office@ipsea.net)

Website: [www.ipsea.org.uk/](http://www.ipsea.org.uk/)

Special Educational Needs Transport Advocacy (SENTAS) was formed to provide advice to parents and young adults with information, advice, and advocacy around issues with SEN home to school and college transport.

Website: [sentas.co.uk/](http://sentas.co.uk/)

Email: [info@sentas.co.uk](mailto:info@sentas.co.uk)

SOS SEN offers a free, friendly, independent, and confidential telephone helpline for parents and others looking for information and advice on Special Educational Needs and Disability (SEND).

Telephone: 0208 538 3731

Email: [admin@sossen.org.uk](mailto:admin@sossen.org.uk)

Website: [www.sossen.org.uk/](http://www.sossen.org.uk/)



## Special Educational Needs and Disability Information, Advice & Support Services (SENDIASS)



Special Educational Needs and Disabilities Information Advice and Support Service (SENDIASS) is for children and young people (up to 25 years) and their parents and carers, in relation to Special Educational Needs and Disabilities.

SENDIASS is a free, confidential, and impartial information, advice and support service on issues related to Special Educational Needs and Disability.

We provide unbiased information and advice about what the law says, the local authority's policies and procedures and about the policy and practice in local schools and other settings.

SENDIASS can offer confidential support and someone to talk to in confidence as well as information and advice about:

- Special Educational Needs support in the education setting
- Education health and care (EHC) needs assessment process.
- EHC plans and annual reviews.
- Appealing to the SEND tribunal
- Exclusion processes

They will also:

- listen to your views and concerns.
- work with you to explore your options.
- help you prepare for meetings.
- support you to find the confidence to express your views.
- work in partnership with education settings, the local authority, and other services to develop positive relationships.

Telephone: 0300 300 8088 (24-hour answerphone available)

Email: [sendiass@centralbedfordshire.gov.uk](mailto:sendiass@centralbedfordshire.gov.uk)

Website: [cbsendiass.org/](http://cbsendiass.org/)

You can also contact them through their online [Parent Referral Form](#).

## SNAP Parent Carer Forum

SNAP (Special Needs Action Panel) is a pro-active, independent forum of parent carers who all have children or young people with Special Educational Needs and Disabilities (SEND). As members of the National Network of Parent Carer Forum's we support the development of parent carer participation, a process in which parents work together with professionals to make improvements to local services.

SNAP's purpose is to improve the services provided for our young people, aged between 0 and 25 years.

To become a member of SNAP PCF you must be a parent of a child or young person with any Special Educational Need and/or Disability (a diagnosis is not required) aged between 0-25 and live in Central Bedfordshire. It is free to join, please complete our [SNAP Membership Form](#), we give our members a free Max Card and you can also request we send you a Sunflower Lanyard<sup>4</sup>. You will be invited to attend all of our events.

As parent carers, the team brings a real-life perspective and experience to the planning and development of the services that families use. By continuously working with us and 'co-producing' any change, the team is successful at securing the changes that are needed to benefit all children and young people living with SEND in the county. Successful co-production ensures that we, along with BMLK Integrated Care Board & Central Bedfordshire Council can be confident from the outset that the services we are designing or providing reflect what local families actually want and need.

Telephone: 07984 545044  
Email: [admin@snappcf.org.uk](mailto:admin@snappcf.org.uk)  
Website: [www.snappcf.org.uk/](http://www.snappcf.org.uk/)

The poster is on a yellow background. At the top, it asks 'Do you have a child or young person with Special Educational Needs?'. Below this is the SNAP logo and the text 'SNAP PARENT CARER FORUM CENTRAL BEDFORDSHIRE'. The main heading is 'Become a member of SNAP Parent Carer Forum'. There are four overlapping circles: a blue one for 'Free Membership' (listing coffee mornings, meetings, and events), a green one for 'Free Max Card' and 'Free or discounted entry to great attractions', an orange one for membership criteria (parent of a child with SEND aged 0-25 in Central Bedfordshire), and a purple one for 'Contact Us' with social media icons. A small inset image shows a Max Card and a Sunflower Lanyard.

<sup>4</sup> **What is a Sunflower Lanyard?** The hidden disabilities sunflower lanyard is a discreet way for people with hidden disabilities to show that they need extra support, time, or help.

## Home Start Parent Mentoring Service

Volunteer Parent Mentors who have themselves got experience with children with SEND offer one to one support for a period (usually six weeks) to other parents with children with additional needs.

What kind of support can they offer?

This will be tailored according to the family's needs but could include:

- Emotional support – someone to talk to who “gets it”.
- Help and guidance with navigating the pathways to access Neurodevelopmental services such as CAMHS, paediatricians and speech and language services.
- Signposting to and accompanying for initial sessions to support groups and other services.
- Signposting and help with finding other support services such as SENDIASS and specialist organisations.

At present our support is via phone or online but once it is safe to do so we will offer home visiting support again.

Who can refer?

Parents can refer themselves or be referred by a professional.

What will happen?

A Co-ordinator (who supervises the Parent Mentors) will get in touch with the family to talk through what the family's needs are and to discuss the kind of support that would be helpful. A Volunteer Parent Mentor will then be matched with the family.

Telephone: 01582 660061

Email: [office@home-startcentralbeds.org.uk](mailto:office@home-startcentralbeds.org.uk)

Website: [www.home-startcentralbeds.org.uk/](http://www.home-startcentralbeds.org.uk/)

DISABILITIES & ADDITIONAL NEEDS  
INCLUDING CHILDREN WITH AUTISM & ADHD



## PARENT MENTORING SUPPORT SERVICE

Get one to one support from other parents who have experience with children with SEND.

Email: [office@home-startcentralbeds.org.uk](mailto:office@home-startcentralbeds.org.uk)

Call: 01582 660061

Visit: [www.home-startcentralbeds.org.uk](http://www.home-startcentralbeds.org.uk)

- Emotional support - talk to someone who “gets it”
- Help and guidance with navigating the pathways to access Neurodevelopmental services such as CAMHS, paediatricians and speech and language services
- Signposting to and accompanying for initial sessions to support groups and other services
- Signposting and help with finding other support services such as SENDIASS and specialist organisations.

Funded by Central Bedfordshire Council.



### Useful Local Contacts:

Advice Central - Your open door to free advice in Central Bedfordshire on a number of topics including disability, benefits, health, and wellbeing.

Call: 0300 303 6666

Email: [AdviceCentral@drcbeds.org.uk](mailto:AdviceCentral@drcbeds.org.uk)

Website: [advicecentral.org.uk/](http://advicecentral.org.uk/)

Autism Bedfordshire - an independent charity that provides information, advice and practical support to children, young people and adults who are autistic and their families in Bedfordshire.

General enquiries: 01234 214871

Help Line: 01234 214871

Email: [enquiries@autismbeds.org](mailto:enquiries@autismbeds.org)

Website: [www.autismbedfordshire.net](http://www.autismbedfordshire.net)

Bedfordshire Down's Syndrome Support Group is a registered charity, and we are affiliated to the Down's Syndrome Association. Offers support to parents/carers of children with Down's Syndrome. They have fortnightly coffee mornings; organise trips and activities and they have regular speech therapy sessions and presentations by a range of professionals.

Call: 01525 841418

Email: [support@bedsdownssyndrome.co.uk](mailto:support@bedsdownssyndrome.co.uk)

Website: [www.bedsdownssyndrome.co.uk/](http://www.bedsdownssyndrome.co.uk/)

Carers in Bedfordshire strive to identify and support all carers of family and friends. We will enhance their health and well-being by offering specialist support according to their needs and wishes.

Call: 0300 111 1919

Email: [contact@carersinbeds.org.uk](mailto:contact@carersinbeds.org.uk)

Website: [carersinbeds.org.uk/](http://carersinbeds.org.uk/)

The Disability Resource Centre - empowering people of all ages who are affected by disability or health conditions to fulfil their potential and aspirations.

Call: 01582 470900

WhatsApp and text: 07826366477

Email: [info@drcbeds.org.uk](mailto:info@drcbeds.org.uk)

Website: [drcbeds.org.uk/](http://drcbeds.org.uk/)

Families United Network (F.U.N.) is a charity supporting children and young adults living in Bedfordshire who have any kind of additional need or disability, and their siblings and family carers. FUN provides clubs and activities for children aged from birth to 18 years, and for adults aged 18+. It is free to join and as a member you and your family can access all of our services and support.

Call: 01582 420800

Email: [info@familiesunitednetwork.org.uk](mailto:info@familiesunitednetwork.org.uk)

website: [www.familiesunitednetwork.org.uk](http://www.familiesunitednetwork.org.uk)

Sight Concern Bedfordshire offer information on a wide range of eye conditions. They have accredited staff who can help to complete benefit advice forms for people with visual impairments. They have catalogues of toys, everyday living, and education equipment. They also offer a telephone befriending service and hold information on specialist schools and holiday activities.

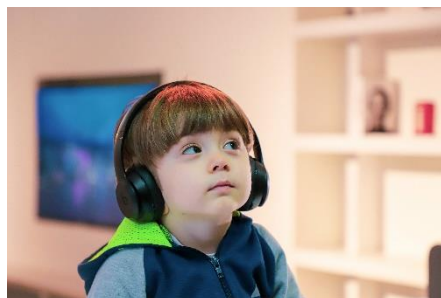
Call: 01234 311555

Email: [office@sightconcern.org.uk](mailto:office@sightconcern.org.uk)

Website: [www.sightconcern.org.uk/](http://www.sightconcern.org.uk/)

## Money Matters

If you have a disabled child or young person, you or your young person may be entitled to national and local financial support.



### Disability living Allowance (DLA)

Disability Living Allowance for children can help with the extra costs of looking after a child who:

- is under 16.
- has difficulties walking or
- needs extra looking after than a child of the same age who does not have a disability.
- meets all the eligibility requirements.

Disability Living Allowance is non means tested. The rate depends on the level of support the child needs and they may need an assessment to work out what help they require.

### Eligibility

Usually, to qualify for Disability Living Allowance (DLA) for children the child must:

- be under 16 - anyone over 16 must apply for Personal Independence Payment (PIP)
- need extra looking after or have walking difficulties.
- be in England, Wales, a European Economic Area (EEA) country or Switzerland when you claim - there are some exceptions, such as family members of the Armed Forces
- have lived in Great Britain for at least 6 of the last 12 months, if over 3 years old
- be habitually resident in the UK, Ireland, Isle of Man or the Channel Islands
- not be subject to immigration control.

There are some exceptions to these conditions if the child is living in or coming from an EEA country or Switzerland.

To claim DLA for a child you need to be their parent or look after them as if you're their parent. This includes stepparents, guardians, grandparents, foster-parents or older brothers or sisters.

If your child currently lives in England or Wales, you can apply by either:

- printing off and filling in the DLA claim form - [www.gov.uk/government/publications/disability-living-allowance-for-children-claim-form](http://www.gov.uk/government/publications/disability-living-allowance-for-children-claim-form)
- phoning the Disability Living Allowance helpline and asking for a printed form

Disability Living Allowance helpline: Monday to Friday, 9am to 5pm

Telephone: 0800 121 4600

Textphone: 0800 121 4523

Relay UK (if you cannot hear or speak on the phone): 18001 then 0800 121 4600

British Sign Language (BSL) video relay service if you're on a computer - find out how to use the service on mobile or tablet

Post: Freepost DWP DLA Child

Website: [www.gov.uk/disability-living-allowance-children](http://www.gov.uk/disability-living-allowance-children)



## Personal Independence Payment

Personal Independence Payment (PIP) helps with some of the extra costs caused by long-term ill-health or a disability if you're aged 16 to 64. The rate depends on how your condition affects you, not the condition itself. You'll need an assessment to work out the level of help you get. Your rate will be regularly reassessed to make sure you're getting the right support.

### To make a claim

Call the Department for Work and Pensions (DWP) to make a new Personal Independence Payment (PIP) claim. Someone else can call on your behalf, but you will need to be with them when they call.

Opening hours: Monday to Friday, 8am to 6pm

Telephone: 0800 917 2222

Textphone: 0800 917 7777

Website: [www.gov.uk/pip](http://www.gov.uk/pip)

You will be asked for your:

- contact details and date of birth.
- National Insurance number
- bank or building society details.
- doctor's or health worker's name
- details of any time you've spent abroad, or in a care home or hospital

## Universal Credit

If your child is disabled or has a long-term health condition, you might be able to claim the disabled child element as part of your Universal Credit payment. The rate of disabled child element you get will depend on the rate of Disabled Living Allowance (DLA) or Personal Independence Payment (PIP) you're getting for them.

You'll get the higher rate if your child is:

- already getting the DLA higher rate care component
- already getting the PIP enhanced daily living component, or
- registered blind.

You'll get the lower rate if your child is getting all other rates of DLA or PIP.

If you're claiming DLA or PIP for a sick or disabled child, the amount you're getting can affect your Universal Credit payment.

Universal Credit applications can be made over the phone.

Monday to Friday, 8am to 6pm

Telephone: 0800 328 5644

Textphone: 0800 328 1344

Welsh language: 0800 328 1744

## Carers Allowance

If you care for your disabled child for more than 35 hours per week, you may be able to claim for Carer's Allowance if they receive:

- Personal Independence Payment - daily living component
- Disability Living Allowance - the middle or highest care rate.

Telephone: 0800 731 0297

Textphone: 0800 731 0317

Website: [www.gov.uk/carers-allowance](http://www.gov.uk/carers-allowance)

If you require help with applying for benefits further information on how to access this can be found on page 34

## Direct payments

Direct payments have been set up to give people with parental responsibility for a disabled child the entitlement to receive money to pay for services themselves, instead of having us arrange it for them on their behalf.

### What services can Direct Payments be used for?

- Personal care in the child's own home
- Sessional support for a child taking part in recreational, leisure, cultural or sporting activities.
- Family based short break care.
- Residential short break care
- Holiday support

For guidelines about each of the above services, please contact your social worker.

### What services can't they be used for?

- Services provided by the local council.
- Services that are the responsibility of other agencies, for example NHS trusts or schools
- Long term residential care

### What if my child's needs change?

Direct payments arrangements are reviewed every 6 months. A review could result in the arrangements continuing unchanged or being increased or decreased.

### How can I access direct payments?

The needs of your child and your family will be assessed or reviewed in the usual way by a social worker, and the level of service to meet those needs will be determined. Please contact your child's social worker if you would like to know more about accessing direct payments. If your child does not have a social worker, contact the Access and Referral Hub on 0300 300 8585 for more information about an assessment.

### Can I be refused a direct payment?

The local authority can refuse a direct payment if:

- The service the parent wishes to purchase would not meet the child's needs.
- A parent refuses to obtain a Disclosure and Barring Service (DBS) check on a potential personal assistant or sessional support worker - [www.gov.uk/government/organisations/disclosure-and-barring-service](http://www.gov.uk/government/organisations/disclosure-and-barring-service)

- A parent wishes to employ someone who does not have a satisfactory outcome to their DBS check.
- It does not appear that the parent is capable of managing the payments.

## Help & Support:

The following organisations can provide you with benefits advice, including help with completing application forms for DLA and PIP.

Mid Beds CAB, Ampthill

10 Bedford Street

Ampthill

Bedfordshire

MK45 2NB

Call: 01525 402742

Website: [www.midbedscab.org.uk/](http://www.midbedscab.org.uk/)

Citizens Advice – Leighton Linlade

Bossard House

West Street

Leighton Buzzard

Bedfordshire

LU7 1DA

Call: 01525 373878/ 01525 374589

Website: [www.leightonlinladecab.org.uk/](http://www.leightonlinladecab.org.uk/)

Mid Beds CAB, Biggleswade

Century House Market Square, Biggleswade,

Bedfordshire

SG18 8UU

Call: 01767 601368

Website: [www.midbedscab.org.uk/](http://www.midbedscab.org.uk/)

Citizens Advice – Dunstable & District

The Dunstable Centre Court Drive

Dunstable

Bedfordshire

LU5 4JD

Call: 01582 670003 (Reception) /

01582 661384 (Advice line)

Website: [www.dunstablecab.org.uk/](http://www.dunstablecab.org.uk/)

The Disability Resource Centre - empowering people of all ages who are affected by disability or health conditions to fulfil their potential and aspirations.

Call: 01582 470900

WhatsApp and text: 07826366477

Email: [info@drcbeds.org.uk](mailto:info@drcbeds.org.uk)

Website: [drcbeds.org.uk/](http://drcbeds.org.uk/)

## Disability Related Discounts

More information can be found on page 23

## Health:

There are a wide range of health services for children and young people aged 0-25 years. This includes:

- GPs
- pharmacists
- dental services
- optometrists
- hospital services
- community health services



These services are known as 'universal' as they are available to everyone. To find your nearest GP, dentist, or pharmacist, enter your postcode on the NHS Choices search page, [www.nhs.uk/nhs-services/services-near-you/](http://www.nhs.uk/nhs-services/services-near-you/)

### Who provides health services for children and young people with SEND in Central Bedfordshire?

BLMK Integrated Care Board is responsible for planning the delivery of NHS services to achieve the aims of the strategy to improve the health of the population, including deciding how resources are allocated.

For information & advice on services telephone: 0800 148 8890

Email: [blmkicb.ig@nhs.net](mailto:blmkicb.ig@nhs.net) Website: [bedfordshirelutonandmiltonkeynes.icb.nhs.uk/](http://bedfordshirelutonandmiltonkeynes.icb.nhs.uk/)

### Health Services for Children and Young People in Bedfordshire:

Health Services for Children and Young People are provided in the Acute (Hospital) and Community Settings.

Bedfordshire Community Health Services are provided in partnership by East London NHS Foundation Trust (ELFT) and Cambridgeshire Community Services (CCS) and provide the majority of Children's Health Services in Central Bedfordshire.

Bedfordshire Hospitals NHS Foundation Trust provide acute paediatric in-patient and out-patient services, as well as community physiotherapy services at the Child Development Centre in Kempston and the Edwin Lobo Centre in Luton.

### Designated Clinical Officer (DCO) SEND

The role of Designated Clinical Officer (DCO) supports Bedfordshire Luton and Milton Keynes Clinical Integrated Care Board (BLMK ICB) to meet its statutory responsibilities for children and young people with special educational needs and disabilities. The role supports joined up working between health services and the local authority, for children, young people, and adults up to 25 years. A DCO supports communication of advice to local authorities, schools, and colleges regarding the health needs of children and young people who may have SEND.

It supports schools, for example, with their duties under the 'Supporting Pupils with Medical Conditions' guidance. The DCO has lead role in ensuring that there is an awareness and understanding of the SEND Reforms by local Health providers of services. This can be through training, or through individual discussions with teams and clinicians.

## Information & Contact details:

Bedfordshire Daily Advice Line for Parents of Children with Additional Needs - drop in phone advice line for families of children attending either the Child Development Centre or the Union Street Paediatric services. Offers advice on issues such as behaviour, sleep, toileting, or any other concerns you may have.

Call: 01234 310271

Bedfordshire Children's Community Nursing  
Opening times: 7 days per week 9am – 5pm

Call: 01234 310103

Email: [Ccs.beds.childrens.ccn@nhs.net](mailto:Ccs.beds.childrens.ccn@nhs.net)

Website:

[www.cambscommunityservices.nhs.uk](http://www.cambscommunityservices.nhs.uk)

Bedfordshire Children's Continence Services

A 24-hour answer phone service is available on the below numbers:

Bowel and bladder: 01234 315847

Special needs continence: 01234 310879

Email: [ccs.beds.childrens.cct@nhs.net](mailto:ccs.beds.childrens.cct@nhs.net)

Bedfordshire Children's Community Eye Service

Opening times: Monday – Friday: 08.45 – 5.00

Call: 01234 897445

Email:

[ccs.beds.childrens.eyeservice.bedford@nhs.net](mailto:ccs.beds.childrens.eyeservice.bedford@nhs.net)

Community Dental Services is a 'referral' only dental service and patients are referred by High Street Dentists. Most patients may be referred because they are unable to be treated in a General Dental Practice because of learning difficulties, mental health issues, very severe dental anxiety, or they need specialist or complex care.

Call: 0333 207 4002

Email: [cds.referrals@nhs.net](mailto:cds.referrals@nhs.net)

## Blood Tests

Parents or carers will be able to book paediatric blood tests through an online booking service or automated telephone service. When booking the appointment, please register with your child's details. This is for patients under the age of 16, or under the age of 18 with special education needs and disabilities (SEND), on the Bedford Hospital site, and under the age of 13, or under the age of 18 with SEND, on the Luton & Dunstable site. There will be several ways to book an appointment including:

Bedford Hospital site patients

1. Using the online booking service. Patients will need to register online: [bedfordpaediatrics.sangix.co.uk](http://bedfordpaediatrics.sangix.co.uk)
2. The automated telephone booking service. The telephone number is: 01234 868006.
3. By speaking to our Paediatric team on 01234 730421, particularly if your child has additional needs, or those with special requests such as fasting, genetics and hormone tests.

Luton & Dunstable Hospital site patients

1. Using the online booking service. Patients will need to register online: [www.lutonpaediatrics.sangix.co.uk](http://www.lutonpaediatrics.sangix.co.uk)
2. The automated telephone booking service. The telephone number is: 01582 320201.
3. By speaking to our Paediatric team on 01582 497224, (between 8-9 and 4-5.30) particularly if your child has additional needs, or those with special requests such as fasting, genetics and hormone tests.

## Therapies:

### Children's Occupational Therapy Service

Occupational Therapy helps people live more productive lives. It enables people to participate in daily life to improve their health and wellbeing, with the aim of developing, maintaining, or improving independence.

Occupation means any way in which people spend their time. For children and young people, this may include self-care (getting ready to go out, eating a meal, using the toilet) being productive (learning through play and education) and leisure (spending time with family and friends, doing sport or hobbies)

An Occupational Therapist within Central Bedfordshire Council will support children and young people between the ages of 0-18 years to maximise independence and achieve their potential. This includes those who have functional difficulties in the home environment and their disability impacts on their ability to participate in daily activities.

Daily activities include.

- access into and within the home
- sitting to enable eating, play, homework, communication, leisure etc.
- ability to mobilise around the home and garden (including steps and stairs)
- accessing to bathing and toileting/changing facilities (with or without support)
- being moved around safely by family or carers (moving and handling)
- participate in activities safely within the home environment.

Children's Occupational Therapy will consider the need for equipment (seating, bathing, toileting) minor works and adaptations within the home environment. This may include a housing assessment or consideration for re-housing. Any adaptation work undertaken

needs to be necessary, appropriate, reasonable, and practicable.

The Occupational Therapist will work closely with other professional involved in supporting children and young people, these may include Social Workers, children's nurses and Health Visitors, GP, Psychologist, NHS therapists, equipment companies and Millbrook Equipment Services, other universal support services and housing services. Evidence of multi-disciplinary involvement and interventions or strategies already tried may be required to support any decisions on provision of equipment and adaptations.

The Occupational Therapy service receives a wide range of requests from families and other professionals. This can range from asking for information and advice to full assessment of the child and their home environment.

Not all children with a disability will require intervention from an Occupational Therapist and their needs may be best supported through information and advice.

There are some areas of practice that the Children's Occupational Therapy services within Central Bedfordshire Council are unable to support with.

- wheelchairs- these need to be redirected to wheelchair services.
- transport needs
- school based needs or provision of equipment and adaptations within the school environment.
- therapy treatment in relation to development, sensory or behaviour strategies.
- housing adaptations for short term conditions

Contact: Access and Referral Hub 0300 300 8585

## Paediatric Occupational Therapy:

The Luton and Bedfordshire Paediatric Occupational Therapist service support children and young people to engage and participate as fully as possible in childhood occupations (activities). We accept referrals from GPs, health professionals, SENCOs, the early years support team and the sensory and communication team. We do not accept self-referrals or parental referrals.

### North Beds

Opening times: 08:30 – 5:00  
Child Development Centre, Hill Rise,  
Kempston, MK42 7EB  
Call: 0300 555 0606

### South Beds

Opening times: 07:30 – 4:30  
Edwin Lobo, Redgrave Children & Young  
People's Centre, Redgrave Garden's, Luton,  
LU3 3QN  
Call: 0300 555 0606

## Children's Speech & Language Therapy:

The Speech and Language Therapy (SLT) service works across the whole county providing help in a range of community, health centre and hospital settings. We work with children up to the age of 16 years (up to 19 years in special education), who have a difficulty with communication or swallowing. This may include difficulties in social communication, understanding language, using language, speech sounds, dysfluency (stammering), difficulties with voice quality and eating, drinking, and swallowing.

The service is provided in a number of ways, depending on clinical need. This may be advice programmes, individual or group treatment, parent/carer workshops and drop-in information clinics. Our therapists and support practitioners aim to support the child to communicate functionally in their daily life. This includes working with the child, their carers, education staff and others involved in the child's life.

The service also undertakes a role in providing training and specialist support to parents/carers and staff working with children and young people in schools, residential units, and other settings. This enables parents/carers and professionals involved with the child, to provide an appropriate level of support and input. Treatment is usually provided wherever is most appropriate for the patient.

Call: 0300 555 0606

## Paediatric Physiotherapy

Children's (paediatric) physiotherapy is a qualified team providing specialist services to children and young people aged 0-19 to promote health and wellbeing. We put programs together to allow that child or young person to achieve the best function possible. All therapists are registered with the national regulatory body – the health care professionals council (HPCP) which maintains an online register of physiotherapists. Referrals can be made by GP's, Consultants, health visitors, school nurses, SENDCO's and early years professionals.

### North Beds

Child Development Centre, Kempston, Hill  
Rise, MK42 7EB  
Call: 01234 310278  
Email: [Bhn-tr.cdcpaediatricphysios@nhs.net](mailto:Bhn-tr.cdcpaediatricphysios@nhs.net)

### South Beds

Edwin Lobo, Redgrave Children & Young  
People's Centre, Redgrave Garden's, Luton,  
LU3 3QN  
Call: 01582 346000

## Diagnosis Support Pack:

Families have described the experience of their child receiving a neurodiversity diagnosis (e.g., Autism or ADHD) with mixed emotions and following the lengthy diagnosis process are left with little information, or understanding of 'what next?' They told us that a 'one-stop shop' for information, resources and signposting following a diagnosis would be useful, and they would like this information to be accessible and from a trusted source.

The Diagnosis Support Pack (DSP) has been co-produced with the help of parents, young people, local Parent Carer Forums, CAMHS, Education Psychology and other key partners, and contains information, resources, and

signposting in a variety of media (video's, infographics, animations), split into 14 sections - from sleep to medication, and lots more.

Website:

[www.cambscommunityservices.nhs.uk/beds-luton-community-paediatrics/diagnosis-support-pack](http://www.cambscommunityservices.nhs.uk/beds-luton-community-paediatrics/diagnosis-support-pack)

A printable version can be found on the Bedfordshire Community Health Services website,

[www.cambscommunityservices.nhs.uk/beds-luton-community-paediatrics/diagnosis-support-pack/printable-resources-and-videolinks](http://www.cambscommunityservices.nhs.uk/beds-luton-community-paediatrics/diagnosis-support-pack/printable-resources-and-videolinks)



My child has received a neurodiversity diagnosis (e.g. Autism or ADHD)

Where can I find help and information?



**The DIAGNOSIS SUPPORT PACK** is an online '*one-stop shop*' for information, resources and signposting for families.

- Introduction
- Positives of Neuro-diversities
- Holistic Approach
- What to expect at your appointment
- Sleep
- Medication
- Talking about a diagnosis

- Sensory Processing Needs
- Mental Health
- Supporting Social Communication Development
- Best Practice Guide for Professionals
- Contact Information and Resources
- Jargon Buster
- Printable resources and links



 [www.cambscommunityservices.nhs.uk/dsp](http://www.cambscommunityservices.nhs.uk/dsp)

This pack has been co-produced with the help of parents, young people, local Parent Carer Forums, CAMHS, Education Psychology and other key partners.





## Child & Adolescent Mental Health Services (CAMHS)

Child and Adolescent Mental Health Services (CAMHS) are provided in Central Bedfordshire by East London NHS Foundation Trust. There are two bases for CAMHS Services – North and South. The Service provides outpatient assessments, support and treatment for children and young people up to the age of 18 experiencing moderate to severe mental health problems.

The service may see children and adolescents on their own, with their parents or with their family, and may also see parents on their own. Children, adolescents, and their families referred to the service may be experiencing different kinds of problems. These may include:

- Eating difficulties
- Emotional feelings such as those of unhappiness and loneliness
- Fears and anxieties
- Parents having problems managing their children or feeling that their own difficulties are affecting their children.
- Relationship problems
- Traumatic experiences

The service is also available to help children, adolescents and their families with mental health issues related to physical or learning disabilities. The service consists of a multi-disciplinary team which offers a range of expertise including:

- Art Psychotherapists
- Child & Adolescent Psychiatrists
- Clinical Psychologists
- Nurse Specialists
- Psychotherapists
- Social Workers
- Other Child & Adolescent Clinicians

CAMHS have several teams within their service which include:

- Looked after Children (LAC)
- The Community Eating Disorders Service (CEDS)
- Schools Programme
- Neurodevelopmental Team (NDT)
- Adolescent Mental health Team (AMHT)
- Emotional and Behavioural Team (EBT x 2)

CAMHS also work with the [Early Help Teams<sup>5</sup>](#) to provide rapid access to targeted interventions for children which will be facilitated at an early stage of need. This will include joint health and social care assessments and consultation for the Team Around the Child (TAC), focusing on the principle of strong collaborative partnerships working between agencies.

### How can a referral be made to CAMHS?

Referrals can be made by professionals and self-referrals can be made by young people or parents/carers who live in Bedfordshire and Luton.

---

<sup>5</sup> **Who is the Early Help Team ?** Further information on Early help can be found under the Social Care & Early Help Section of this booklet.

## **CAMHS Referrals:**

All referrals into the service are screened for risk and priority on a daily basis by our Triage team of CAMHS clinicians. They are then discussed by a panel of our Senior Clinicians at our Front Door (Single Point of Entry) meeting. These occur on a Monday and Wednesday North and Tuesday and Friday in South where cases are accepted, allocated or signposted.

Following our Front Door (Single Point of Entry) meeting you will receive a written outcome letter stating the decision making for your referral, this will be with you within 5 working days of the date the case was discussed in the meeting.

### **CAMHS (South)**

Child & Adolescent Mental Health Services (CAMHS), 1st Floor Charter House, Alma Street, Luton, LU1 2PL.

Call: 01582 708140 or 01525 638614

Email: [elft.luton-southcamhs-spo@nhs.net](mailto:elft.luton-southcamhs-spo@nhs.net)

Website: [www.elft.nhs.uk/camhs/where-we-work/south-bedfordshireluton-camhs](http://www.elft.nhs.uk/camhs/where-we-work/south-bedfordshireluton-camhs)

Young people or parents/carers who live in Bedfordshire and Luton will be able to self-refer to their CAMHS service. Please complete our [online self-referral form](#).

If you have difficulties reading or writing call **01525 638614** and a clinician will call you between Monday and Friday between 09:00 – 5:00 pm

### **CAMHS (North)**

5-9, Rush Court, Bedford, MK40 3JT

Call: 01234 893301/ 01234 893300/ 01234 893362

Email: [elft.spoebedfordshire@nhs.net](mailto:elft.spoebedfordshire@nhs.net)

Website: [www.elft.nhs.uk/services/north-bedfordshire-camhs?ID=201](http://www.elft.nhs.uk/services/north-bedfordshire-camhs?ID=201)

Young people or parents/carers who live in Bedfordshire and Luton will be able to self-refer to their CAMHS service. Please complete the [online self-referral form](#).

If you have difficulties reading or writing call **01234 893301** and a clinician will call you between Monday and Friday between 09:00 – 5:00 pm

## Mental Health Support for Children and Young People

Chums: Emotional Wellbeing, mental health and emotional well-being service for children and young people aged up to 25 years old. CHUMS provides a range of specialist services to support children in difficult circumstances, these include one to one counselling and group support for children and young people with mild to moderate mental health difficulties. Anyone can refer a child to the service, they also accept self-referrals.

Call: 01525 863924

Email: [info@chums.uk.com](mailto:info@chums.uk.com)

Website: [chums.uk.com/](http://chums.uk.com/)

Bedfordshire Open Door is a charity providing FREE and confidential counselling to young people aged 13 - 25. Counselling is provided by a team of fully trained, experienced and friendly volunteer counsellors.

Call: 01234 360 388

Text: 07922 105200

Email: [enquiries@bedfordopendoor.org.uk](mailto:enquiries@bedfordopendoor.org.uk)

Website: [www.bedfordopendoor.org.uk/](http://www.bedfordopendoor.org.uk/)

ChatHealth for young people aged 11-19 (25 with SEND), a service for young people to confidentially ask for help about a range of issues, or make an appointment with a school nurse. They can also find out how to access other local services including emotional support or sexual health services.

TEXT: 07507 331450

Kooth is an online counselling and emotional well-being service for children and young people aged 11 -25. The service is anonymous and free at the point of use. Children and young people can chat online to professional counsellors, read articles written by young people, join forums to receive peer-to-peer support, access self-help materials and keep a daily journal. The regular forums cover topics ranging from exam stress and anxiety to eating disorders and grief.

Young people can also log on to access one-to-one online counselling sessions with a qualified counsellor from 12pm until 10pm on weekdays, and from 6pm until 10pm on weekends.

Website: [www.Kooth.com](http://www.Kooth.com)

Sorted Counselling Services offers a Free and Confidential counselling service for young people aged 10-25. The counselling can help YOU to make decisions and choices regarding your life. If you would like to talk to someone our counsellors will listen without judgement, offer support, and help you to understand your feelings. All sessions are client centred. They offer approximately 9-12 sessions, and their waiting times are variable. The family can self-refer if they wish.

Call: 01582 363040

Email: [info@sortedbedfordshire.org.uk](mailto:info@sortedbedfordshire.org.uk)

Website: [sortedbedfordshire.org.uk/](http://sortedbedfordshire.org.uk/)

Whether you're concerned about yourself or a loved one, these helplines and support groups can offer expert advice.

Anxiety UK, charity providing support if you have been diagnosed with an anxiety condition.

Monday to Friday, 9.30 am to 10:00 pm;  
Saturday to Sunday, 10:00 am to 8:00 pm

Phone: 03444 775774

Website: [www.anxietyuk.org.uk](http://www.anxietyuk.org.uk)

Bipolar UK, a charity helping people living with manic depression or bipolar disorder.

Website: [www.bipolaruk.org.uk](http://www.bipolaruk.org.uk)

CALM is the Campaign Against Living Miserably, for men aged 15 to 35.

Daily, 5:00 pm to midnight

Phone: 0800 58 58 58

Website: [www.thecalmzone.net](http://www.thecalmzone.net)

Men's Health Forum, 24/7 stress support for men by text, chat, and email.

Website: [www.menshealthforum.org.uk](http://www.menshealthforum.org.uk)

Mind promotes the views and needs of people with mental health problems.

Monday to Friday, 9:00 am to 6:00 pm

Phone: 0300 123 3393

Website: [www.mind.org.uk](http://www.mind.org.uk)

No Panic, voluntary charity offering support for sufferers of panic attacks and obsessive-compulsive disorder (OCD). Offers a course to help overcome your phobia or OCD.

Daily, 10:00 am to 10:00 pm

Phone: 0844 967 4848

Website: [www.nopanic.org.uk](http://www.nopanic.org.uk)

OCD Action, support for people with OCD. Includes information on treatment and online resources.

Monday to Friday, 9.30 am to 5:00 pm

Phone: 0845 390 6232 (calls cost 5p per minute plus your phone provider's access charge)

Website: [www.ocdaction.org.uk](http://www.ocdaction.org.uk)

OCD UK, a charity run by people with OCD, for people with OCD. Includes facts, news, and treatments.

Monday to Friday, 9:00 am to 5:00 pm

Phone: 0333 212 7890

Website: [www.ocduk.org](http://www.ocduk.org)

Rethink Mental Illness, support and advice for people living with mental illness.

Monday to Friday, 9.30 am to 4:00 pm

Phone: 0300 5000 927

Website: [www.rethink.org](http://www.rethink.org)

SANE, emotional support, information and guidance for people affected by mental illness, their families, and carers.

Daily, 4.30 pm to 10.30 pm

SANEline: 0300 304 7000

Website: [www.sane.org.uk/](http://www.sane.org.uk/)

YoungMinds, information on child and adolescent mental health. Services for parents and professionals.

Monday to Friday, 9.30 am to 4:00 pm

Phone: Parents' helpline 0808 802 5544

Website: [www.youngminds.org.uk](http://www.youngminds.org.uk)

NSPCC, children's charity dedicated to ending child abuse and child cruelty.

0800 1111 for Childline for children

0808 800 5000 for adults concerned about a child.

Website: [www.nspcc.org.uk](http://www.nspcc.org.uk)

Refuge, advice on dealing with domestic violence.

Phone: 0808 2000 247 (24-hour helpline)

Website: [www.refuge.org.uk](http://www.refuge.org.uk)

Alcoholics Anonymous

Phone: 0800 917 7650 (24-hour helpline)

Website: [www.alcoholics-anonymous.org.uk](http://www.alcoholics-anonymous.org.uk)

National Gambling Helpline

Daily, 8:00 am to midnight

Phone: 0808 8020 133

Website: [www.begambleaware.org](http://www.begambleaware.org)

Narcotics Anonymous

Daily, 10:00 am to midnight

Phone: 0300 999 1212

Website: [www.ukna.org](http://www.ukna.org)

Cruse Bereavement Care  
Monday to Friday, 9:00 am to 5:00 pm  
Phone: 0808 808 1677  
Website: [www.cruse.org.uk](http://www.cruse.org.uk)

Victim Support  
Phone: 0808 168 9111 (24-hour helpline)  
Website: [www.victimsupport.org](http://www.victimsupport.org)

Beat, help with eating disorders.  
Phone: 0808 801 0677 (adults) or 0808 801 0711 (for under-18s)  
Website: [www.b-eat.co.uk](http://www.b-eat.co.uk)

Mencap, charity working with people with a learning disability, their families, and carers.

Monday to Friday, 9:00 am to 5:00 pm  
Phone: 0808 808 1111  
Website: [www.mencap.org.uk](http://www.mencap.org.uk)

Family Lives, advice on all aspects of parenting, including dealing with bullying.  
Monday to Friday, 9:00 am to 9:00 pm and Saturday to Sunday, 10:00 am to 3:00 pm)  
Phone: 0808 800 2222  
Website: [www.familylives.org.uk](http://www.familylives.org.uk)

Relate, the UK's largest provider of relationship support.  
Website: [www.relate.org.uk](http://www.relate.org.uk)

## Mental Health Crisis

If you feel like you might attempt suicide, or may have seriously harmed yourself, you need urgent medical help. Please call 999 for an ambulance to go straight to Accident and Emergency, if you can or call your local crisis team (01234 315691)

If you can't do this by yourself, ask someone to help you. Mental health emergencies are serious. You're not wasting anyone's time.

### NHS Crisis Line

Mental health crisis support is available 24/7 for all ages in Bedfordshire and Luton by contacting NHS 111 (Option 2)

### East London Foundation Trust Crisis Resolution / Home Treatment (CRHT)

The Crisis Resolution / Home Treatment (CRHT) teams work with a group of patients, who, without this support, would need to be admitted to hospital, or who cannot be discharged from hospital without intensive support. The service enables patients who are in crisis, and not able to function at their normal level, to be supported in their own homes.

The service operates 24hrs daily and can be accessed by calling 01234 315691 where a trained mental health professional will be able to offer assessment and support 24 hours a day, 7 days a week.

### Planning for a crisis:

The charity MIND has produced a guide explaining what mental health crisis services are available, how they can help and when to access them. It also explains how you can plan for a crisis. The guide can be accessed on the MIND website, [www.mind.org.uk](http://www.mind.org.uk) or you can contact their Support & Relations telephone number 020 8215 2243 to request a paper copy

Below are a range of services you can contact in a mental health crisis

### SHOUT:

Trained volunteers are there for you 24/7 to listen and support you to get to a calmer and safe place. Shout is a free, confidential, anonymous service for anyone in the UK. It won't appear on your phone bill.

How it works:

1. Text - to start a conversation, text the word 'Shout' to 85258. If you're feeling low, anxious, worried, lonely, overwhelmed, suicidal or not quite yourself, we are here for you.
2. Connect - once you text us, you'll receive four automated messages before you are connected to one of our empathetic Shout Volunteers. This will usually be within 5 minutes, but if we are busy, it can take longer.
3. Chat - the volunteer will introduce themselves and ask you to share a bit more about what's bothering you. This might include feeling anxious, having relationship problems, addiction, depression, bullying, self-harm, and suicide. You will text back and forth and share what you feel comfortable with.
4. Plan - the goal of the conversation is to help you reach a calm and safe place, with a plan of how to support yourself going forwards. As well as listening without judgement, our

volunteers may provide you with further resources or tools to help you get more expert support.

5. Calm - as the conversation comes to a close, we encourage you to reflect on the thoughts, feelings, and experiences you've explored, how you want things to be and how you may be able to get there. You'll be safe in the knowledge that if you're in distress again and struggling to cope that we're here 24/7. Conversations tend to last around 45-60 minutes.

#### **PAPYRUS:**

PAPYRUS provides confidential support and advice to young people struggling with thoughts of suicide, and anyone worried about a young person.

HOPELINEUK 0800 068 4141 (Monday to Friday, 10:00 am to 10:00 pm, and 2:00 pm to 10:00 pm on weekends and bank holidays)

#### **The Samaritans:**

Talk to us on the phone, whatever you're going through, call us free any time for free 24/7, from any phone, on 116 123.

Write us an email, sometimes writing down your thoughts and feelings can help you understand them better [jo@samaritans.org](mailto:jo@samaritans.org) response time: 24 hours.

## Preparing for Adulthood and Employment (Aged 14 years and above)



Preparing for Adulthood can be an exciting time for many young people. There may be new opportunities, choices, and increased independence. Things you might be thinking about and planning for could include:

- Further and Higher Education
- Employment & Training
- Independent Living
- Personal budgets and personal assistants
- Financial support for young adults
- Accommodation for Adults in Need of care and Support
- Transitioning to Adult Health Services
- Transitioning to Adult Social Care
- Community Inclusion – Friends & Relationships

### Further Education

When you have decided on a career path, you need to look at education and training courses that will support you in achieving this.

All young people need to stay in education or training until they are 18. Schools must help young people to identify what they are interested in learning about, from year 9 which provides opportunities for the future. This could be through:

- a full-time education, for example, school or college or sixth form
- an apprenticeship, traineeship or supported internship
- part-time education or training combined with either employment (or self-employment) for 20 hours or more a week or volunteering for 20 hours or more a week
- higher education

### Post 16 Education

If you are still in education your school or college should provide you with careers information, advice, and guidance. Contact the on-site careers advisor for more information or ask your tutor or SEND contact on how to request this.

If you are aged 16 to 19 years old (up to 25 if you have an Education, Health, and Care plan), and not in education, employment, or training (NEET) and need support, the Youth Support Service Personal Guidance Advisors can provide careers advice, information and support to young people living in Central Bedfordshire.

Most young people who have learning difficulties or disabilities will be able to take up a course at school or college as these providers will be able to provide additional support needed to learn. Most colleges also offer specialist entry level supported learning courses that focus on developing basic skills and life skills.



Other options that may be available to those with Education Health and Care Plans, dependent on need, are bespoke mixed packages of education and care, more specialist independent provision and supported internships.

## Further education (FE) colleges

These provide a range of courses suitable for students of all abilities and interests. Most colleges will also offer specialist entry level supported learning courses that focus on developing basic skills and life skills.

Barnfield College

Telephone: 01582 569569

Website: [www.barnfield.ac.uk/](http://www.barnfield.ac.uk/)

Milton Keynes College

Telephone: 01908 684155

Website: [www.mkcollege.ac.uk](http://www.mkcollege.ac.uk)

Bedford College

Telephone: 0345 658 8990

Website: [www.bedfordcollegegroup.ac.uk](http://www.bedfordcollegegroup.ac.uk)

Moulton College

Telephone: 01604 491131

Website: [www.moulton.ac.uk/](http://www.moulton.ac.uk/)

Buckinghamshire College

Amersham Campus: 01494 585 273

Wycombe Campus: 01494 585 555

Aylesbury Campus: 01296 588 588

Website: [www.buckscollegegroup.ac.uk/](http://www.buckscollegegroup.ac.uk/)

North Hertfordshire College

Telephone: 01462 424242

Website: [www.nhc.ac.uk](http://www.nhc.ac.uk)

Oaklands College

Telephone: 01727 737190

Website: [www.oaklands.ac.uk](http://www.oaklands.ac.uk)

Central Bedfordshire College

Telephone: 01582 477776

Website: [www.centralbeds.ac.uk](http://www.centralbeds.ac.uk)

West Herts College

Telephone: 01923 812345

Website: [www.westherts.ac.uk](http://www.westherts.ac.uk)

## Other Post 16 Educational Providers

There are education providers who offer an informal study environment in smaller groups – these include:

Animal Antiks

Telephone: 01296 670996

Website: [www.animalantiks.co.uk/](http://www.animalantiks.co.uk/)

Springboard at North Hertfordshire College

Telephone: 01462 424242

Website: [www.nhc.ac.uk/](http://www.nhc.ac.uk/)

EOB Academy

Telephone: 07947 521211

Website: [www.eobacademy.com/](http://www.eobacademy.com/)

SSG

Telephone: 01234 340782

Website: [ssgservices.co.uk/](http://ssgservices.co.uk/)

Houghton Learning Hub

Telephone: 01582 477776

TCHC

Telephone: 01923 698443 / 07873 619504

Website: [www.tchc.net/](http://www.tchc.net/)

## Financial support for Further Education

The 16-19 Bursary Fund is a government bursary that can help you with educational costs such as travel, books, meals, or clothing if you are studying at a school or college or on a training course (including unpaid work experience). If you have an EHC plan you may be eligible for the bursary if you are over the age of 19. Apply to your school, college, or training provider. Ask student services or your tutor to explain what you need to do. More information can be found on the Government website: [www.gov.uk/1619-bursary-fund](http://www.gov.uk/1619-bursary-fund)

Disabled Students' Allowance (DSA), it may be possible for people studying a further education course to get additional money to support their studies through the Disabled Students' Allowance depending on circumstances.

Website: [www.gov.uk/disabled-students-allowance-dsa](http://www.gov.uk/disabled-students-allowance-dsa)

Healthcare and social work students may be eligible for a bursary through the NHS Disabled Students' Allowances. Contact Monday to Friday, 8:00 am to 6:00 pm and Saturday, 9:00 am to 3:00 pm

Telephone: 0300 330 1345      Textphone: 18001 0300 330 1345

## Higher Education

### Support for going to university

UCAS is a service to support young people making post 16 choices, as well as those applying for undergraduate and postgraduate courses.

Telephone: 0371 468 0 468      Website: [www.ucas.com/](http://www.ucas.com/)

### Financial support for Higher Education

For a comprehensive overview of the process, eligibility for students and how to apply, visit the government's Student Finance website, [www.gov.uk/student-finance](http://www.gov.uk/student-finance)

The Student Room also explains the process students go through if they are eligible or if they are not.

Email [support@thestudentroom.com](mailto:support@thestudentroom.com)

Website: [www.thestudentroom.co.uk/](http://www.thestudentroom.co.uk/)

Complete University Guide - for students who want to have some advice and tips on how they can budget and manage their finances.

Website: [www.thecompleteuniversityguide.co.uk](http://www.thecompleteuniversityguide.co.uk)

## Employment and Training (Post 16)

Employment is a very important part of life. When people have a job, they feel part of society, they have a purpose, make new friends plus have money in their pockets to buy the things they want. There are several ways that young people with special educational needs and disabilities can access the world of work. These include:

### Access to Work

Young people who wish to move straight into employment can access funding for Job Coaching and other reasonable adjustments through the Department of Work and Pensions Access To Work funding.

Monday to Friday, 9:00 am to 5:00 pm

Access to Work helpline: 0800 121 7479

Textphone: 0800 121 7579

Relay UK (if you cannot hear or speak on the phone): 18001 then 0800 121 7479

British Sign Language (BSL) video relay service if you're on a computer

Website: [www.gov.uk/access-to-work](http://www.gov.uk/access-to-work)

### Intensive Personalised Employment Support

Intensive Personalised Employment Support is one-to-one support and training to help you into work if you have a disability. Ask your work coach if you're eligible.

If you don't have a work coach, go to your local Jobcentre Plus and ask to speak to a work coach about Intensive Personalised Employment Support.

Website: [www.gov.uk/contact-jobcentre-plus](http://www.gov.uk/contact-jobcentre-plus)

### Supported Internships

Supported Internships are an employment-based education programme which helps the transition to employment for young people with Education, Health and Care Plans who have completed their education journey. An internship is a programme that lasts from 6 months to one year. Learners receive support from a job coach to help them learn required job tasks.

### Apprenticeships

Apprenticeships are a great way to learn on the job, build up knowledge and skills and gain qualifications and earn money at the same time.

'Into Apprenticeships' is a guide for disabled people, parents and key advisers about applying for apprenticeships in England. It deals with common questions such as how to find an apprenticeship, whether the training will be accessible and what support is available in the workplace.

Telephone: 0330 995 0414

Email: [students@disabilityrightsuk.org](mailto:students@disabilityrightsuk.org)

Website: [www.disabilityrightsuk.org/](http://www.disabilityrightsuk.org/)

Applying for an Apprenticeship. Most apprenticeships will be listed on the apprenticeship website where you can register and set up alerts.

Telephone: 0800 015 0400

Email

[nationalhelpdesk@findapprenticeship.service.gov.uk](mailto:nationalhelpdesk@findapprenticeship.service.gov.uk)

Website: [www.gov.uk/apply-apprenticeship](http://www.gov.uk/apply-apprenticeship)

## Traineeships

These are designed to prepare students for a future career, by helping them to get ready for the world of work and improving their chances of getting an Apprenticeship or other job. They last anything from six weeks to a maximum of six months.

## Volunteering

Volunteering can help provide you with valuable experience, in lots of different ways such as:

- you can gain new skills.
- you can meet new people and make friends whilst doing something you are interested in.
- you can build self-esteem and confidence and have a feeling of achievement knowing you have given something back.
- you can help your own community to grow and develop. Volunteering gives you a chance to give back to your community by sharing your own skills and knowledge.

Volunteering is a great way to bridge gaps in your CV and gives you a recent reference for employers to contact.

## Youth Support Service

Our Youth Support Service provides services for young people aged 13 to 18 years old (up to 25 for young people with an Education, Health, and Care plan). The service manages the delivery of a comprehensive 'youth offer' which includes the provision of

- information
- advice and careers guidance to support access to education
- employment or training opportunities
- youth work and positive activities

Opening times: Monday - Friday: 9:00 am – 5:00 pm

Telephone: 0300 300 8352

Email: [youth.services@centralbedfordshire.gov.uk](mailto:youth.services@centralbedfordshire.gov.uk)

Website: [www.cbyouthvoice.co.uk/](http://www.cbyouthvoice.co.uk/)

For Careers Advice whilst at school or college, contact the school or college directly in the first instance.

16–18 year olds not in education, employment or training contact the Youth Support Service

## Financial support

Employment Support Allowance (ESA) is an allowance provided by the government which offers help if you have a disability or health condition that affects how much you can work. The 'New Style' ESA has replaced the 'contribution-based' ESA. You can find out more about whether you are eligible on the Government website.

Call the Jobcentre Plus new claims helpline if:

- you cannot make an application online
- you're an appointee for someone

Jobcentre Plus new claims helpline

Monday to Friday, 8:00 am to 5:00 pm

Telephone: 0800 055 6688

Textphone: 0800 328 1344

Relay UK (if you cannot hear or speak on the phone): 18001 then 0800 055 6688

British Sign Language (BSL) video relay service if you're on a computer

Website: [www.gov.uk/employment-support-allowance](http://www.gov.uk/employment-support-allowance)

Access to work, provides support and could include money, known as a grant, which you don't have to pay back. It helps people who have a disability or long-term health condition to do their job.

Access to Work helpline.

Monday to Friday, 9:00 am to 5:00 pm

Telephone: 0800 121 7479

Textphone: 0800 121 7579

Relay UK (if you cannot hear or speak on the phone): 18001 then 0800 121 7479

British Sign Language (BSL) video relay service if you're on a computer

Website: [www.gov.uk/access-to-work](http://www.gov.uk/access-to-work)

## The Care Act: Transition from childhood to adulthood

The Care Act says that if a child, young carer or an adult caring for a child is likely to have needs when they, or the child they care for, turns 18, the local authority must assess them if it considers there is 'significant benefit' to the individual in doing so. This is regardless of whether the child or individual currently receives any services

### Transitioning to Adult Health Services

When young people transition to adult health services the aim is to ensure that any assessment of need is completed as early as possible and enable a seamless move to appropriate universal and specialist healthcare. Importantly, this includes identifying services that may no longer be available once someone reaches 18 and putting in place alternative healthcare support for young people, and their families, to achieve identified outcomes.

Those who may have a greater need within health service transitions could include:

- young people in receipt of children's continuing care funding that move to adult continuing healthcare services and funding
- young people accessing child and adolescent mental health services moving to adult mental health services; and
- young people with an Education, Health & Care (EHC) Plan that identifies other health services in order to meet assessed needs and outcomes

### Mental Health Services

Some young people supported by Child and Adolescent Mental Health Services (CAMHS) may need help from mental health services as they move into adulthood. We want to ensure that the transition to adult services is well organised and young people are well supported. CAMHS has:

- recruited Transition Support Workers to help the process of transition from CAMHS to adult mental health services
- updated the Transition policy and
- worked with young people to prepare a leaflet called 'All About me' to ensure young peoples' needs and wishes are identified as they move into adult services.

### Annual Health Check

Anyone aged 14 or over who is on their doctor's learning disability register are entitled to a free annual health check. Ask your GP or you can find a GP by entering your postcode on the NHS Choices search page, [www.nhs.uk/nhs-services/services-near-you/](http://www.nhs.uk/nhs-services/services-near-you/)

An annual health check can help you stay well by talking to a doctor or nurse about your health and finding any problems early, so they can be sorted out.

More information can be found on the NHS website: [www.nhs.uk/](http://www.nhs.uk/)

### NHS Bedfordshire Hospitals Learning Disabilities teams

The Learning Disabilities teams at NHS Bedfordshire Hospitals are based at both Bedford and the Luton and Dunstable sites and provide specialist support for adult patients who have a learning disability (inpatient or outpatient).

Children with a learning disability who are approaching 18 will move from children's services to adults' services; this is often very challenging for young people and their families. The move combines a change of services and professionals at the very time when they are also negotiating wider changes to their life.

These changes should, however, be planned. If a child, is approaching the age of 17 onwards then we would like you to contact Learning Disability Liaison so that we can support the transition process, introduce ourselves and provide you with information which will hopefully reassure you as to the support that can be accessed within the hospital.

We can help you complete a Capacity Assessment and Best Interest decision under the Mental Capacity Act, provide specific training on learning disabilities for all staff, and advise on how to make 'Reasonable Adjustments' to provide services for people with disabilities.

Our support may also include assistance with communication with both the patient and their usual carers, support formulating plans of care and pathways of care that meet the physical and learning disability needs. For more information, please contact the teams as detailed below and they would be happy to discuss their role and the support they can offer.

#### Bedford Hospital

Simone Mingay, Lead Liaison Learning  
Disability Nurse 07833 294335

Evelyn Asante 07768 132244

#### Luton and Dunstable

Jeanette Broadhurst, Lead Liaison Learning  
Disability Nurse 07899 065737

## **NHS Continuing Healthcare**

Some people with long-term complex health needs qualify for free social care arranged and funded solely by the NHS. This is known as NHS continuing healthcare.

NHS continuing healthcare can be provided in a variety of settings outside hospital, such as in your own home or in a care home.

## **Community Inclusion - Friends and relationships**

Friendships, relationships and being a part of the community, are important to a young person's quality of life. There are many ways to get involved other than being in education or employment.

### **Clubs / Groups**

There are a wide range of clubs and groups young people can access to gain friendships and receive support. To find out what's available, search our Leisure and Things to do section on the Local Offer, [localoffer.centralbedfordshire.gov.uk/](http://localoffer.centralbedfordshire.gov.uk/).

### **Volunteering**

Volunteering can provide alternative opportunities to gain skills, achieve your goals, and develop valuable experience which could help you into paid employment. You will find lots of useful information about volunteering, on our Find Your Future Careers website:

[www.findyourfuture.org.uk/](http://www.findyourfuture.org.uk/)

### **Social media**

Social media is a great way to keep in touch with friends and family however, it is important to make sure you are safe online. Foundation for people with learning disabilities have a downloadable easy read guide with information about social media and the internet,

[www.learningdisabilities.org.uk/learning-disabilities/publications/staying-safe-social-media-and-online](http://www.learningdisabilities.org.uk/learning-disabilities/publications/staying-safe-social-media-and-online)



## Social Care and Early Help

Parent/carers of children and young people with Special Educational Needs and/or Disabilities can request an assessment for support from children's social care services.

If you would like to speak to a social care worker about an assessment of support needs, please contact the Access and Referral Hub:

Telephone: 0300 300 8585      Email: [cs.accessandreferral@centralbedfordshire.gov.uk](mailto:cs.accessandreferral@centralbedfordshire.gov.uk)

The Access and Referral Hub will speak with you about the support needs of you and your child. The Access and Referral Hub can offer:

- Information and advice
- Community Early Help Assessment and support
- Parent Carer Needs Assessment and support
- Early Help Plus Assessment and support
- Child and Family Assessment and support

For children with a recognised disability, if a parent wishes, a child and family assessment carried out by a social worker will be progressed, irrespective of level of need.

### Information and advice:

The social care access and referral hub worker may offer you advice and information and direct you to other services that you may find helpful. This could include signposting you to local services that may be of assistance to you and your family.

### Children's Social Care Teams:

Central Bedfordshire children's social care uses a locality model of support for children and families.

- The north locality provides social care support in the northern part of the Central Bedfordshire area including Sandy, Biggleswade, Flitwick, Ampthill, and surrounding areas.
- The south locality provides social care support in the southern part of the Central Bedfordshire including Dunstable, Houghton Regis, Leighton Buzzard, and surrounding areas.

North and South Localities are both made up of the following social care teams:

- Early Help
- Family Support
- Children with Disabilities
- Children in Care and Care Experienced Adults (Care Leavers)

All these teams' support children with Special Educational Needs and/or Disabilities and work in partnership with education, health, and community partners to ensure that the holistic needs of children and their families are supported. They also ensure that children's safeguarding, wellbeing, and safety needs are met.

Children and young people supported by the Children with Disabilities teams will have a permanent and substantial physical and/or learning disability. This includes:

- physical disability
- learning disability
- profound multiple disabilities
- disability associated with complex health problems
- severe sensory disabilities

## Threshold Criteria for Social Care: Children with Disabilities Team

Our threshold criteria gives clear information on who can access services at different levels of ability



	Eligible specialist Short Breaks services		Not eligible for specialist Short Breaks services, but can access open provision	
Disability Category	Diagnosed Profound Impairment	Diagnosed Severe Impairment	Diagnosed Moderate Impairment	Diagnosed Mild Impairment
<b>Learning</b>	Has an Education, Health and Care Plan. Attends a Special School for children with severe learning difficulties	Has an Education, Health and Care Plan. Attends a Special School for children with severe learning disabilities or has a severe learning disability and attends a mainstream school receiving a minimum of 20 hours 1:1 support a week	Has an Education, Health and Care Plan. Attends a mainstream school with limited support.	Does not have an Education, Health and Care Plan.
<b>Mobility</b>	Unable to walk. Totally dependent on others for mobility. Wheelchair user.	Unable to walk without aids or assistance. Able to manoeuvre self some of the time. May be able to stand or transfer with support.	Able to walk, but occasionally requires aids or assistance.	Able to walk/move independently, but with some limitation of function. May have poor co-ordination of movement.
<b>Gross &amp; Fine Motor Skills</b>	Unable to use hands for any purposeful movement.	Mostly unable to use hands to complete tasks effectively. Able to use switch systems	Considerable difficulties with control of hands. Requires some assistance to complete tasks.	Some difficulties with control of hand movement for precise work.
<b>Health</b>	Unable to take part in normal social and educational activities.	Frequent or daily interruption of normal tasks. Significant interference with development and / or learning.	Intermittent but regular limitations on ability to perform everyday tasks. The child's development or learning may be affected.	Known health condition, which is under control and only occasionally interfering with everyday activities in a minor way.
<b>Vision</b>	Mobility restricted without special provision. Requires education by non-sighted method. Eligible for registration as blind.	Unable to read large print without assistance or aids. Severe visual field defect with impaired visual acuity. Eligible for registration as blind or partially sighted.	Able to read print with simple aids or assistance. Defect of at least half visual field. May be eligible for registration as partially sighted.	Severe or profound problem with one eye. Defect of less than half visual field. Able to function independently.
<b>Hearing</b>	Hearing loss over 95 dB.	Hearing loss between 71 - 95 dB.	Hearing loss between 41 - 79 dB	Severe or profound hearing loss in one ear. between 20 - 40 dB.



	Meets threshold for specialist services		Meets threshold for Open Provision and Early Help	
INDICATORS	Profound Impairment	Severe Impairment	Moderate Impairment	Mild Impairment
<b>Communication</b>	Unable to communicate needs by any method. Unable to use communication aids.	Limited or no verbal communication. Able to communicate basic needs without the use of language.	Delayed or disordered communication, including language disorders. Speech supplemented by another method of communication.	Mild delay of language development.
<b>Personal Care</b>	Total assistance required for bathing, dressing, toileting and eating.	Assistance required for bathing, dressing, toileting or eating.	Some supervision or assistance required for bathing, dressing, toileting or eating.	Occasional difficulties meeting own self-care needs.
<b>Consciousness</b>	Comatose. Intractable seizures, in frequent succession.	Regular seizures on a daily basis with significant impact on the child's learning or development.	Seizure's day or night on a regular basis, usually once per week.	Occasional daytime seizure (up to one per month)
<b>Behaviour and Social Integration</b>	The challenging behaviours are impacting on all aspects of the child's functioning. The behaviours pose a significant risk to the safety of the child or others.	The challenging behaviours are impacting on key aspects of the child's functioning. Specialist provision is required for the child to function socially or within the family group.	The frequency or severity of the behaviours requires some specialist advice or provision.	Behaviours are occasionally difficult to manage. Special provision not required when managing the behaviour.
<b>Safety and Supervision</b>	Needs constant supervision both day and night. No ability to perceive danger to self or others.	Needs constant supervising during the day. Would place themselves or others at serious risk without supervision.	Requires supervision to perform daily tasks. Requires supervision significantly greater than that expected for children of the same age. Limited perception of danger to self or others.	On occasion, requires more supervision than other children of the same age.

## Early Help Assessments

Early Help Assessment in the Community - with your permission the access and referral hub social care worker may speak to your child's school to recommend that they progress an Early Help in the Community Assessment to support you.

Early Help Plus - a Social Care Early Help Assessment is carried out with you by an Early Help Family Partner. This is also known as Early Help Plus Social Care.

The Early Help Family Partner will ask to meet with you at your home and will talk with you about your family. They will want to understand the needs of your children; and what support you have in place or what difficulties you may be facing as a family.

Early Help Family Partners can offer support by

- assisting you to find local support services tailored to the needs of you and your child,
- assisting you to navigate complexities of accessing support through education services and health services
- offering you parenting support and advice if needed

## Parent Carer Needs Assessment (PCNA)

If you are a parent carer of a child with a disability and have parental responsibility, you have the right to request a parent carer needs assessment. The assessment will consider:

- Your individual needs as a parent carer
- Things that could make looking after your child easier for you
- Your wellbeing\* as a parent carer
- The need to safeguard and promote the welfare of your disabled child
- The need to safeguard and promote the welfare of any other children that you care for

We must assess parent carers if:

- It appears to us that the parent carer may have need for support, or
- We receive a request from the parent carer to assess their need for support

We will not do a parent carer needs assessment if your child has an allocated social worker as your needs would be considered within a social work assessment for your child.

## How do I request a Parent Carer Needs Assessment?

If you would like to request a Parent Carer Needs Assessment (PCNA) contact the Access and Referral Hub:

Telephone: 0300 300 8585

Email: [cs.accessandreferral@centralbedfordshire.gov.uk](mailto:cs.accessandreferral@centralbedfordshire.gov.uk)

You can complete this assessment if you:

- have had no previous contact with social care or
- your situation has changed, and you would like us to review how we can support you.

The assessment is the tool by which the parent carers needs can be understood where those needs are complex and as a result the assessment is the most appropriate means of identifying which needs should be met by the Council. This may include:

- Advice and signposting for best use of universal and targeted services
- A one-off payment to meet a specific need (S17 payment)

- Short breaks via Direct Payments to support the carer in the caring role e.g., day-time care in the homes of disabled children or elsewhere, overnight care in the homes of disabled children or elsewhere, educational or leisure activities for disabled children outside their homes, and services available to assist carers in the evenings, at weekends and during the school holidays

If the assessment outcome is that your needs can be met within your community, additional support services will not be made available. Your worker will provide you with information to help you access local services and if you feel it necessary, help you make these links.

### What happens next?

Once the PCNA is completed the entire process will take no more than 5 working days and may result in a personal support plan.

When you return your form, we will contact you within two working days to confirm we have received it and ask any additional questions about your circumstances if these are unclear from the assessment received.

If services from the Council are required to meet your needs as a parent carer, one of our support workers will compile a personal support plan and arrange a meeting (or telephone call) to discuss this with you. This meeting can take place anywhere that suits you.

If services from the Council are not required, you will be signposted to appropriate universal services.

At the meeting, you can ask questions about any aspect of the personal support plan agree any further actions or queries that need an answer.

The personal support plan is only complete when both you and a Central Bedfordshire Council representative sign and date the plan.

If services under Children Act 1989, s17 are required to meet the needs of your child or children in addition to your needs as a carer and agreed with you, this may require an additional assessment of your child. This will be completed within 45 working days from the date this decision was made.

## Child & Family Assessments

A Child and Family Assessment is carried out with you by a Social Worker. The social worker will ask to meet with you at your home and will talk with you about your family. They will want to understand the needs of your children and what support you have in place or what difficulties you may be facing as a family. They will ask your permission to speak to other services that you or your family may be accessing such as education, health, probation, adult social care, and support services.

Social workers can offer support by:

- assisting you to find local support services tailored to the needs of you and your child,
- assisting you to navigate complexities of accessing support through education services and health services
- offering you parenting support and advice if needed

## Short breaks

Some children and families may benefit from short breaks. Short breaks provide opportunities for children and young people with Special Educational Needs and/or Disabilities to spend time away from their families and have fun. This also provides families with a break from their caring responsibilities.

Social care can support you by helping you to find local activities and services that are tailored to children and young people with Special Educational Needs and/or Disabilities.

Some of these activities are free of charge and some come with charges associated. Social care may be able to assist you with some funding to access these activities such as with the support of a direct payment or personal budget.

Some children with higher levels of Special Educational Needs and/or Disabilities may require additional support to access groups, to access the community and spend time away from their main carers. Social care may be able to provide funding for a direct payment carer or an agency to support your child to spend time having fun away from their families.

For children with the highest levels of Special Educational Needs and/or Disabilities overnight stays may be available at one of our 2 residential care facilities – Kingfishers in the Dunstable area and Maythorn in the Biggleswade area.

Kingfishers  
Bungalow 2, Houghton Regis Campus,  
Parkside Drive, Houghton Regis, Dunstable,  
LU5 5PX  
Telephone: 0300 300 4400

Maythorn  
The Baulk, Biggleswade, SG18 0PT  
Telephone: 0300 300 4148

## Transitioning to Adult Social Care

Adult Social Care services respond to the needs of adults who have Learning Disabilities, Autism and/or Physical Disabilities. The people we support do have or are likely to have eligible needs under the Care Act 2014. This includes young people in transition (14 - 25) as well as adults aged over 18.

### Young Adult and Independent Living Team (YAaIL)

In 2021 Adult services was restructured. What were formerly the Adult Learning Disability and Preparing for Adulthood Teams have developed into an adult's service to include adults with physical disabilities. This gave us an opportunity to broaden our remit and support people with a physical disability to develop their independence and reduce reliance on paid support.

What was the Preparing for Adulthood team is now called the Young Adults and Independent Living team to recognise the diversity of support offered to young people and adults with disabilities.

Our YAaIL team is part of adult social care and works in partnership with a range of local services and agencies including children's services, education, health, and housing to provide information, advice, and support to help disabled young people (aged 14-25) to develop and prepare for life as they become an adult (commonly known as transition). The service aims to:

- support young people to make a contribution to the communities in which they live
- enable young people to access universal and natural support
- encourage young people to achieve their goals and ambitions
- support young people in achieving a healthy lifestyle
- treat young people as partners, with dignity and respect
- enable and support young people to be safe but not restricted
- help young people to develop networks in their local area

### How to access support

Central Bedfordshire Councils Children and Adult Services work closely to identify who may need support as an Adult- where appropriate and with consent relevant information is shared by children's services to enable YAaIL to support the transition of young people and to ensure a worker is allocated as soon as possible (this is often dependent on risk and complexity).

We accept referrals from a range of professionals, families, and young people. A referral can be made via the Council's Contact Centre (0300 300 8000) and or our First Response Team who will take the information and pass this directly to YAaIL.

Once we have received the referral for support, we will make contact with the referrer to acknowledge we have received it- giving details of the team and when we are likely to be in touch to undertake a Care Act assessment.

We will work with young people, families, and their support networks on planning for the future and to ensure that assessed support is in place ahead of a young person's 18th birthday.

## What we get involved in:

Our Independent Lifestyles Officers (commonly referred to as TILT) work with young people to practically support their independence, this can be cooking, cleaning, using public transport, developing peer networks, friendships, signposting to universal services, looking for job opportunities as well as support to access benefits and housing (i.e. housing register).

- Attend school/college reviews 14+ to ensure consideration of future needs and outcomes.
- Contribute to the development and advice within Education Health and Care plans
- Lead Multi-disciplinary transitions meetings to ensure young people are supported by the right team at the right time.
- Undertake early assessment of need and support planning so that there are no gaps in the services young people receive.
- Attend Joint Allocation Panel to offer support and guidance to colleagues regarding future provision and offer guidance in relation to S117 (aftercare) and Continuing Health Care.
- Undertake all statutory responsibilities under the Care Act 2014 (eligibility applies)



## Support for Young Carers

A young carer is a child or young person under 18 years of age who looks after or helps a family member who is ill, frail, or disabled, this could be a parent or a brother or sister.

Many young carers find it difficult to talk about being a carer and tend to worry that people will think they aren't coping, or that their family will be split up if they don't carry on with their caring role. There are organisations that can help and support. For more information talk to a teacher in school or contact the Access and Referral Hub on 0300 300 8585.

### Young Carers Assessment

A young carers assessment will consider the impact the care and support a young carer provides is having on their own wellbeing. It will also look at other aspects of their life, like education and seeing friends, and discuss what support would help them.

The local council will assess any carer who requests one or who appears to need support. It is a discussion between the carer and a trained member of council staff.

There is a requirement for the local authority to take into account the impact caring duties are having on a young person. Being a young carer can affect your physical and emotional health and impact on education or training. The assessment will look at whether it is appropriate for the young carer to provide care for the person they care for. Inappropriate or excessive care is defined as anything which is likely to have an impact on the child's health, wellbeing, or education, or which is unsuitable for a particular child.

When conducting a young carer's needs assessment, the local authority must involve:

- the young carer
- the young carer's parents
- any person whom the young carer or their parents request be involved

During the assessment the local authority will determine the following:

- the amount, nature, and type of care which the young person provides
- the extent to which this care is relied upon by the family to maintain the well-being of the person cared for
- whether the care which the young carer provides impacts upon the young carer's well-being, education and development
- whether any of the tasks which the young carer performs when providing care are excessive or inappropriate for the young carer to perform, having regard to all the circumstances, and in particular the carer's age, sex, wishes and feelings
- whether any of the young carer's needs for support could be prevented by providing services to the person cared for, or another member of the young carer's family
- what the young carer's needs for support would be likely to be if the carer were relieved of part, or all the tasks the young carer performs

Carers in Bedfordshire can carry out or arrange the young carers assessment, on behalf of the local authority for young carers who are registered with Carers in Bedfordshire and live in either Bedford Borough or Central Bedfordshire.

## Travel and Transport

### School Transport

More information can be found on **School Transport – Children and Young People with SEND eligibility**.

### Driving and Motability

If you receive the higher mobility component of either Disability Living Allowance (DLA) or Personal Independence Payment (PIP), you may be eligible to:

- get a vehicle
- have a vehicle adapted to meet your needs
- get equipment for your car

### Motability vehicles

Motability offer a scheme for any child or adult who is in receipt of the higher mobility component of DLA or PIP. The scheme allows the disabled person to use the mobility element of their benefit to lease a vehicle such as a car, mobility scooter or powered wheelchair. Motability cars may be driven by the disabled person themselves or by their carer(s). Telephone 0300 456 4566

### Disability Driving Instructors

The Association of Disability Driving Instructors, has an [online register](#) of driving instructors who can help people with physical disabilities, special educational needs and those with hearing difficulties learn to drive. Telephone 0844 800 7355 or email [admin@disabilitydrivinginstructors.com](mailto:admin@disabilitydrivinginstructors.com)

### Blue Badge Scheme

You can apply for a Blue Badge if you:

- receive the Higher Rate of the Mobility Component of the Disability Living Allowance (HRMCDLA)
- receive the moving around descriptor for the Mobility Component of Personal Independence Payment (PIP) with a score of 8 or more points
- receive the mobility component of Personal Independence Payment with a score of 10 points specifically for Descriptor E, the “planning and following journeys” activity on the grounds undertaking any journey would cause overwhelming psychological distress
- are registered blind (severely sight impaired)
- receive a War Pensioners' Mobility Supplement (WMPS)
- have been awarded a lump sum benefit at tariffs 1-8 of the Armed Forces Compensation Scheme
- are certified as having an enduring and substantial disability which causes inability to walk or very considerable difficulty in walking

You'll need the following to apply for or renew your Blue Badge:

- the details of your current Blue Badge (if you have one)
- a digital or signed photo
- your National Insurance number
- proof of identification
- proof of residency

If you have difficulties in completing the online form, please contact 0300 300 8300 (Monday to Friday, 9am until 2pm) or email [car.badges@centralbedfordshire.gov.uk](mailto:car.badges@centralbedfordshire.gov.uk).

## Disabled Person's Bus Pass and Railcards

You can apply for a bus pass if you have a disability, or if certain medical conditions mean that you are unable to drive. You may also be eligible for a companion pass, which allows a companion to travel with you free if you are unable to use public transport alone. Telephone 0300 300 8308 or email: [centralbeds@mybuspass.co.uk](mailto:centralbeds@mybuspass.co.uk)

A bus pass issued by Central Bedfordshire Council also allows you to rail travel for half the normal adult fare on the following rail services:

- Thameslink and Great Northern trains between Sandy, Biggleswade and Arlesey and any station as far as Hadley Wood, Crews Hill, and Royston
- Thameslink and Great Northern trains between Bedford and Elstree & Borehamwood and stations in between
- East Midland trains between Bedford and Luton Airport Parkway
- London Northwestern trains on the Marston Vale line between Bedford and Bletchley

If you have a disability that makes travelling by train difficult, you might qualify for a disabled person's railcard. The railcard allows you, and 1 adult travelling with you, to get a third off most rail fares throughout Great Britain.

Apply online at [www.disabledpersons-railcard.co.uk/](http://www.disabledpersons-railcard.co.uk/) or download a [Disabled Persons Railcard application form](#) or collect an application form from any staffed station ticket office. You will then need to complete and return the application, along with the required proof of disability and payment to:

National Railcards  
PO Box 10776  
Ashby-de-la-Zouch  
LE65 9FA

## Airports

Special assistance is available to passengers who may need help to travel such as the elderly, those people with a physical disability, such as wheelchair users, and those who have difficulty with social interaction and communication, such as those with autism or dementia. Your right to special assistance is stipulated in UK law and applies when:

- you fly on any airline from a UK airport
- you fly on an EU or UK registered airline to an UK airport
- you fly from outside of the UK or EU to the EU on a UK carrier

Passengers who want special assistance should aim to give their Airline 48 hours' notice of the help they require.

Help is available from the moment you arrive at an airport and can cover:

- your journey through your departure airport
- boarding the aircraft and during the flight
- disembarking the aircraft
- transferring between flights and
- travelling through your destination airport

## Frequently asked questions

### Social Care

#### **What is Safeguarding?**

Safeguarding children is defined in the document Working Together to Safeguard Children as: protecting children from maltreatment; preventing impairment of children's health or development; ensuring that children are growing up in circumstances consistent with the provision of safe and effective care and taking action to enable all children to have the best outcomes. [Working together to safeguard children - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

#### **What is the Access and Referral Hub?**

Access and Referral Hub/MASH, Multi-Agency Safeguarding Hub, is the first point of contact for all referrals, both from professionals internally and externally, from families and anonymous referrers. Access and Referral Hub/MASH works in partnership with other professionals, such as police and health, to get Early Help or social care support in place for children following referrals into the Access and Referral Hub/MASH.

The access and referral team is available to help and give professionals advice.

Our aim is to work together with professionals to support children to live in a safe and secure environment.

There is one “front door” to social care and Early Help. Social care and Early Help have a joined-up approach at the front door to ensure children and families receive the right level of support.

Families will be given consistent advice on thresholds and levels of intervention from the same team.

No ‘No Further Actions’ – Every child is offered a service. Such as, accessing support services through the Local Offer or Child and Family assessment.

Increase in prevention rather than crisis management from the point a child is referred. Our intention is always to support families before they get to crisis point. However, we understand that this is not always possible and will provide the appropriate support and services.

#### **When should I call the Access and Referral Hub?**

You should call the access and referral hub if you need support and or guidance for your child/young person. You can also contact the Access and Referral Hub if you have any concerns for a child or young person who may be at risk of harm.

#### **What is Multi Agency Safeguarding Hub (MASH)?**

The MASH is a multi-disciplinary team of professionals which is co-located physically and virtually. Working closely with professionals from partner agencies facilitates a joined-up approach to sharing relevant information, analysing information to identify risk and immediate and long term needs of children and families. This helps to ensure that children and families are receiving the right level of support.

How long will it take before I get a response? The aim is to contact referrers within 24 hours depending on the concerns raised. All contacts are rated RED AMBER GREEN – this is known as ‘RAG’ rating.

RED 2 to 3 hours response

Children with specialist high risk needs, S.47 consideration. Strategy discussion.

Children with complex needs requiring targeted preventative services, at risk of becoming looked after, significant harm or of significantly compromised parenting capacity.

Amber 24 hours response

A Child in Need under S.17 is defined under the Children Act 1989 as ‘A child who is unlikely to reach or maintain a satisfactory level of health or development, or their health and development will be significantly impaired, without the provision of services, or children with disabilities.

Depending on the level of need can be met by Early Help services or Social Care services.

Green 72 hours response – Early Help (No Safeguarding Concerns identified).

Providing Early Help is more effective in promoting the welfare of children than reacting later. Early Help means providing support as soon as a problem emerges, at any point in a child’s life, from the foundation through to teenage years.

Example of services provided:

- Children centre support
- Early Education and Childcare
- Family learning and access to employment
- Raising aspirations/positive activities for young people
- Healthy lifestyles/reducing risky behaviours

### **What support could be provided?**

The Access and Referral Hub will speak with you about the support needs of you and your child. The Access and Referral Hub can offer support as

- Information and advice
- Community Early Help Assessment and support
- Parent Carer Needs Assessment and support
- Early Help Plus Assessment and support
- Child and Family Assessment and support

### **How do I access the Access & Referral Hub?**

If you would like to speak to a social care worker about an assessment of support needs, please contact the Access and Referral Hub on 0300 300 8585 or email [cs.accessandreferral@centralbedfordshire.gov.uk](mailto:cs.accessandreferral@centralbedfordshire.gov.uk)

## Contacting the local offer

If you would like to give us feedback about the Local Offer, then please email [local.offer@centralbedfordshire.gov.uk](mailto:local.offer@centralbedfordshire.gov.uk)

We provide information to help parents, carers and young people with special educational needs or disabilities (SEND) find services and support. We welcome your comments and suggestions to help us make it easier for you to find and use the information you need.

Scan the QR code below to go straight to the Local Offer website



Use the 'Recite Me' tool bar at the top of the page to enable you to access the pages in your own language .

Scan the QR code below for a copy of the Local Offer Information Booklet

