DISABLED CHILDREN’S SERVICE.

# Guidance for Professionals in completing the social services advice for EHC Plans and the completion of H1 and H2.

**If there is not a care package in place:**

**Something does need to be put in the plan, it is important to put something in Section D.** If the Social Needs Questionnaire has been sent to the family and they have completed it, this information can be used in Section D. If nothing is returned a conversation at the first EHCP meeting should be had and this information included. A paragraph can be added in this section along the lines of “[name of child]’s social care needs are met by mainstream and universal services organised by his family” and then list the social activities, or “The family have been advised how to access mainstream and universal services through the Local Offer (<http://localoffer.sutton.gov.uk/>to show that this conversation has taken place and the family has this information.

The Family can also be advised that they can apply for Icount (children’s register of disability) and Short Breaks from the Disabled Children’s Service, though for the latter an Early Help Assessment Tool \*(EHAT) or a Disabled Children’s Service (DCS) Assessment is required to ascertain the child’s needs. All Schools will now be aware that they should use the Early Help Assessment Tool (EHAT) with the family in school and that these options should be explored before any referral is made to social Care.

More information is available on the website: [www.sutton.gov.uk/disabledchildren](http://www.sutton.gov.uk/disabledchildren) or by contacting AccessPoint through email: [AccessPoint@sutton.gov.uk](mailto:AccessPoint@sutton.gov.uk), or phone: 020 8770 4295.

A call to the family may be required to establish whether the young person does have any activities if they have not completed a social needs questionnaire. If they do not then they will need to be advised about registration on Icount, The Local Offer and the DCS websites for universal and main stream services. If the family want further support then will need to be advised about how to apply for short breaks through an Early Help Assessment Tool or a DCS Assessment as described above.

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# Packages of care are offered following an assessment of the child’s needs.

This may be:

* an Early Help Assessment Tool (EHAT) from a professional who knows the child,
* A Self-Assessment Review (SAR), completed by parents
* A DCS Assessment Review (DCSAR) or
* A Child and Family assessment (Social Work Assessment).

\*An Early Help Assessment Tool (EHAT) replaces the old Common Assessment Framework (CAF) from October 2016.

# An assessment should include:

* a parents carers assessment
* a Young Carers assessment for siblings where they offer care to a disabled sibling or to a parent who has disabilities

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# If a child has a care package, this is how it should be set out:

**D1**. A brief paragraph on the child’s disability and family circumstances, this detail can be taken from the completed social needs questionnaire.

**H1**. These are services under Chronically Sick and Disabled Persons Act 1970, where we have a have a duty to provide these services.

* short breaks that are agreed at panel
* OT services for housing adaptations
* Counselling
* Play schemes

**H2.** Services not yet agreed - these should be listed under H2 as they are services offered under the Children Act 1989.

* Any services offered under the Children Act 1989
* Overnight short break accommodation under s.17 or s.20 Children Act 1989
* Direct Payments

If any Health services are offered through us on behalf of the CCG it should be made clear that this is why it is offered as the Local Authority are unable to pay for health care, although they may pay for health carers in some circumstances.

The Child In or Looked-After Children plan may be sent to SEN when there is a request for advice for an EHC Plan, specifically the part of the plan that sets out the services offered and the outcomes that are set. These will be the 5 outcomes that the DCS commissioning framework works towards:

* Family resilience
* Independence
* Social Integration
* Challenging Behaviours
* Complex needs

The information should also include the date the services are to be reviewed.

Remember that EHC Plans can extend to young people 25+, if a request is made for a young person 18-25 these referrals should be directed to the Transition Unit.

Cheryl Petty

Head of Children with Disabilities October 2016