

## Referral to the Children with Disabilities Team

What happens when my child is referred to the Children with Disabilities Team?

Central Bedfordshire Council (CBC) has a specialist team of social workers and assistants whose role is to support children and young people with disabilities up to the age of 18 and their families. The team cannot respond to the needs of every child who has a difficulty and so CBC has an *eligibility criteria*. Broadly this includes children who have a “permanent and substantial disability”.

Referrals can be made to the duty officer on 0300 300 8314 based at the East Hub, Ivel Valley Primary Site, The Baulk, Biggleswade, SG18 0PT, or South Hub, 39 Oakwood Avenue, Dunstable, LU5 4AS. Referrals can be made by the child’s family or by a professional working with the family or in contact with the child or by an individual who may be concerned about the welfare of a child with a disability.

### Next Steps

A decision about the next step is made within 24 hours. The options are Initial Assessment; or no further action.

- No further action
  - The family are not eligible for services
  - If appropriate the team will signpost to other mainstream services or support groups.

Other possible outcomes of the Initial Assessment may be:

- **Children & Family Assessment.** If the child has complex needs, or if a child with a disability is deemed to be at significant risk of harm, the team may decide to carry out an *Assessment*. This is an in-depth detailed assessment and family and professionals connected with the child will be involved. The social worker will look, at three areas: the child’s needs, the carer’s ability and capacity as a parent and the environment and the wider support that is

available to the family. The family will receive a copy of the completed assessment and the social worker will discuss how their needs could best be met. The assessment will be completed in 45 working days.

- **Care Plan** – Following Assessment a meeting will be arranged with the family and relevant professionals involved with the child or family to summarise the support the family will receive and the timescales for delivery. This plan is reviewed every 3-6 months, depending on the individual case, and timescales will be agreed by the Council. The review takes place at a Child in Need meeting involving relevant professionals, the care plan is reviewed to ensure it is relevant to the child, if it is not recommendations will be taken back to Panel for further input and decisions. This will be explained in more detail by the social worker or social work assistant.
- **Carer's Assessment.** Carers' needs will be addressed within the Assessment. However, a Carer's Assessment can be carried out separately to support the family. Many parents are used to putting their children first and not thinking about themselves and this is an opportunity to ensure that the needs of the carer are taken into account.

During the Referral and Assessment process safeguarding issues may be raised which would necessitate further investigation and may require a Strategy Meeting.

When the involvement of the Children with Disabilities Team stops, the family will be informed and given information on which other sources of help and assistance might be available wherever possible.

Note: Eligibility Criteria information is in the Parent Directory or it can be requested from the Children with Disabilities Team Duty Officer 0300 300 8314.

### **Contact us ...**

**By telephone : 0300 300 831**

**By email: [customer.services@centralbedfordshire.gov.uk](mailto:customer.services@centralbedfordshire.gov.uk)**

**On the web: [www.centralbedfordshire.gov.uk](http://www.centralbedfordshire.gov.uk)**

**Write to : Central Bedfordshire Council, Priory House,**

**Monks Walk, Chicksands, Shefford, Bedfordshire, SG17 5TQ**