**London Borough of Lewisham**

**Expression of Interest: Specialist Short Breaks Holiday Provision**

**Client groups:** Children and young people with Special Educational Needs and Disability (SEND) and Complex Needs.

LB Lewisham (LBL) is reviewing options for the future procurement and commissioning of specialist short breaks holiday provision for Lewisham children, young people, and their families / carers. LBL Holiday Play Scheme offers a specialist holiday club provision operating during the school holidays for 8 weeks during the year, which offers a variety of activities for children and young people who attend.

* 1. [Specialist short breaks](http://www.lewisham.gov.uk/myservices/socialcare/children/children-with-disabilities/short-breaks/types-of-short-breaks/specialist-short-breaks/pages/default.aspx)are for families with children and young people who have the highest levels of need and accessed through Children’s Social Care assessment. Lewisham has a set criteria in line with legislation which they use in considering whether an assessment would take place or not. Under Section 17 of the Children Act 1989, all children with a disability are considered to be ‘Children in Need’ without any further test. Therefore all children with a diagnosed disability are eligible to be considered for a Children’s Social Care needs assessment by the London Borough of Lewisham.

**Future Opportunity**

In advance of a potential open tender process, LB Lewisham is seeking to understand what providers and services are available in the borough of Lewisham to support the delivery of the specialist short break holiday provision for Lewisham children, young people and their families and carers. LBL are also seeking information about potential providers who could offer specialist short breaks in Lewisham.

LB Lewisham will be developing options for the potential recommissioning of an existing service for specialist short breaks holiday provision, to be in place by **1st February 2025**. Therefore, LB Lewisham is seeking early expressions of interest - which includes interested organisations who can identify suitable buildings in the borough of Lewisham that can be used to deliver the holiday provision – to help shape the design of the service.

We are seeking providers who:

* have access to a building or buildings within LBL, which can offer a safe and secure place for children and young people to receive fun and enriching opportunities;
* can offer and deliver holiday provision, for 8 weeks per annum. The 8 weeks are to include
  + 3 Half Terms,
  + 1 week at Easter,
  + 4 weeks during the summer holidays.
* can deliver the holiday provision within the LB Lewisham;
* have experience of delivering services to children and young people with complex needs;
* have trained staff with experience of working with children and young people with complex needs.

We will not consider:

* Providers who are not able to deliver a service within the borough.

We are interested in working with organisation and providers including Small and Medium-size Enterprises (SME) who are willing and able to provide a high-quality holiday provision to children and young people with complex needs.

Engaging via the EOI will help shape the future potential open tender process.

**If you would like to make an EOI, please complete pro-forma below and return through the message function in the portal**.

**If you have any questions or enquires about the expression of interest and pro-forma, please contact Zeena Gordon: CYP Commissioning Officer** [**zeena.gordon@lewisham.gov.uk**](mailto:zeena.gordon@lewisham.gov.uk)

**Deadline for submission is noon Friday 20th September 2024**

**Specialist Short Breaks – Holiday Provision Pro-forma**

**Name of organisation:**

**Address :  
Contact details:**

**Organisation website:**

**Organisation social media:**

**Type of organisation:**

**Organisation information / mission statement: (max. of 500 words)**

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| --- | --- |
| **Questions** | **Comments** |
| Working on an assumption of up to £100k pa (annual contract value), please provide details on the range of places to children with SEND and Complex Needs you could offer based on ratios below (taking into account your service running costs).  Places able to offer:  1:1  1:2  1:3 |  |
| Describe how you would meet the complex needs of the CYP who access the specialist short break provision. |  |
| Can you provide an overview of the minimum qualification staff have working for you?  To also include any details of the organisations training offer for staff and / volunteers? |  |
| Can you describe the range of activities offered as part of the holiday provision |  |
| Provide details of the potential building(s) to be used to deliver the holiday provision.  Please take into consideration:   * Care Quality Commission (CQC) compliance for premises which offer health/ medical services for children and young people with complex needs. * The Equalities Act (2010) (DDA compliance) * Locality of premises |  |
| Please use this space to provide any other information you would like to share about your organisation’s experience. Alternatively, use this space to highlight any specific requirements you want LBL to consider in the potential future open tender opportunity. |  |