

Community Short Breaks

Can be accessed if the child or young person has a diagnosed disability and/or additional special needs and:

1. The family would benefit from a break from their caring responsibilities.
2. The child or young person would benefit from engaging in activities outside of the family home.

Community Short-Breaks provides children and young people with disabilities a chance to relax, make new friendships and experience new activities.

You can access information about Community Short Breaks and see what's on via the Short Breaks website:

[Community Short Breaks](#)

Or parents can speak with their Child's School or local Family Hub:

[Family Hubs](#)

You can also email CDT Short Breaks or call the Team for more information and guidance:

Email: CSCCDT@coventry.gov.uk or Tel: 024 7678 7980

Before you can book:

To access Community Short Breaks for the first time **you will need to:**

Complete a [Short Breaks passport](#) for the child/young person

AND EITHER

Provide a Disability Living Allowance letter

OR

Provide evidence of diagnosed disability either by letter from relevant professional or confirmation by School via EHCP.

What is a Short Breaks Passport?

You will be asked to complete the Short Breaks Passport. This contains key information that outlines your child/young person's interests, allergies etc and any needs that require support during the session.

Email the documents to CSCCDT@coventry.gov.uk

Or you can post them to:

Community Short Breaks
Children Disability Team
PO BOX 15
Council House
Coventry City Council
CV1 5RR

**Requesting
your activities:**

The **Community Short Breaks Co-ordinator** will then contact you, advise on next steps and, if eligible, invite you to complete a booking using either the online form or phonenumber.

The **quickest way to book is using the online booking form at:**
www.coventry.gov.uk/bookashortbreak
You can also phone to book a session:
Tel: **024 7678 7980** during Term-Time,
and
Tel: **024 7678 6226** during School Holidays

During Term-Time, activities are dependent upon availability.

During School Holidays, you can only have 2 bookings per week and a further 1 on a waiting list

See the [What's On page](#) for a full list of activities.

NOTE: If no places are available you will be informed.

The Community Short Breaks Co-ordinator will update you with any cancellations or other sessions that may be available.

**Confirmation
of booking(s):**

You will receive an automated email summarising your requests, but this is **not the confirmation email**.

The Community Short Breaks Co-ordinator or admin team will contact you to confirm your booking(s).

You should have confirmation within 48 hours.