

Accessible Supporting Service Users on Holiday Policy



August 2008

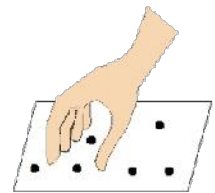
This accessible policy has been produced to assist the people we support to understand our policy framework within the context and best practice of inclusive communication. This accessible policy is not a substitute for the full policy document and therefore staff and managers must make themselves familiar with the full policy document.

The complete policy statement can be found within the Supporting Service Users on Holiday Policy document available from the Admin Team at the Consortium Office.

Introduction

People with learning disabilities have the right to go on trips for a short time or for a longer time

People with learning disabilities should be able to choose where they go, when and who they go with



The holiday should be planned well



It should be worked out exactly how much it will cost and especially how much it will cost to have staff there



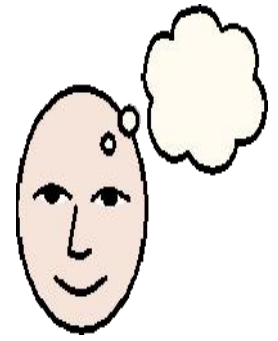
Planning

Planning the holiday should include;

- The Service User
- Family
- Contract Manager
- Team Co-ordinators
- Service Co-ordinators
- Care Manager
- Deputy/Appointee

Cost of Holidays

Everything that will cost money will need to be thought about before the holiday

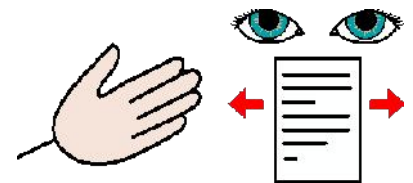


It will need to be thought about which funds will be used when people are planning the holiday for things such as;

- Staff meals
- Entrance costs
- Mileage

Staffing

Most Service Users will need **more** support on holiday but this will need to be looked at by managers and social services



Enough people need to go so that staff can have time off



Staff left at home will either support those that are still there or go to another house if they do not want to take annual leave

Feedback

Service Users can feedback so that good destinations can be used again



Staff can feedback to see if the planning of the holiday was good enough

