Child protection and safeguarding

Information sharing

Practitioners need to understand their organisations position and commitment to information sharing they need to have confidence in the continued support of their organisation where they have used their professional judgement and shared information professionally information sharing guidance for practitioners and managers DCSF2008

Policy statement

We recognise that parents have a right to know that information measure will be regarded as confidential as well as being informed about the circumstances and reasons when they are obliged to share information we are obliged to share confidential information without authorization from the person who provided it or to whom it relates if it is in the public interest that is 1 you learn it is to prevent a crime from being committed or intervene where one may have been or to prevent harm to a child or adult or new line not sure thing it could be worse than the outcome of having shared it new line the decisions should never been married as an individual but with the backup of management the three critical site criteria are new line where there is evidence that the child is suffering doors of risk of suffering significant harm new line Where there is reasonable cause to believe that a child may be suffering or risk of suffering significant harm new line to prevent significant harm arising to children and young people or serious harm to adults including the prevention detection and prosecution of serious crime.

Procedures

Our procedure is based on the 7 golden rules For information sharing as set out information sharing gardens for practitioners and managers DCSF 2008 number one remember that the Data Protection Act is not a barrier to sharing information but provides A framework to ensure that personal information about living persons is shared appropriately our policy and procedures and information sharing provide guidance to appropriate sharing of information with external agencies

2 be open and honest explained the families how when and why information will be shared about them and with whom seek consent to share information and if it puts the child at risk or undermines the criminal investigation in our setting we ensure parents a given information on our legal responsibility with regards sharing information in relation to safeguarding they sign on registration form to say that they understand circumstances when information may be shared without their consent and that this will only be when it is a matter of safeguarding a child or vulnerable adult have information about our safeguarding children and child protection policy and have information about the circumstances when information will be shared with external agencies for example with regard to any special needs the child may have or transition to school 3 chic advice whether italics about possible significant harm to a child or others manages contact children social care for advice where they have doubts or unsure full share with consent where appropriate respect the wishes of children and parents not to consent to share confidential information however in the interest of the child know when it is reasonable to override their wish guidelines for consent are part of this procedure 5 managers are conversing with this and are able to advise staff accordingly consider the social welfare of the child when making the decision about sharing information if there are concerns regarding significant harm the child's well-being and safety is paramount. Fix e-mail setting we record concerns and discuss these with the settings designated person for child protection matters cold decisions made and the reasons why information will be shared and to whom and follow the procedures for reporting concerns and record keeping 7 information shared should be accurate and up-to-date necessary for the purpose it is being shared full shared only with those who need to know and shared securely all child protection procedure and record keeping procedures set out how and where information should be recorded and what information should be shared with another agency when they can referral 8 reasons for decisions to share information or not our recorded provision for this is set out in my record keeping procedure

Consent

Parents have a right to be informed that their consent to share information will be sought in most cases as well as the kinds of circumstances when their consent may not be sold or they refused give consent may be overridden we do this as follows all policies and procedures set out our responsibility regarding gaining consent to share information and when it may not be sought or overridden this is included as part of our registration procedure parents signed a form of registration to say they understand this parents are asked to give written consent to share information about any additional needs that child may have or to pass on child development summaries to the next provider school companies are giving the parents of the forms they sign including their Childs assessments we consider the following questions when we need to share is that is just not purpose to sharing information does the information enable the person to be identified is the information confidential if the information is confidential do you have consent to share is there statutory duty or court order to share information if consent if you wish or there are good reasons not seek consent is there sufficient public interest to share information if the decision is to share are you sharing the right information in the right way have you properly recorded your decision.

All the indications above are subject to the paramount commitment of the setting which is to the safety and well-being of the child please also see our safeguarding children and child protection policy.

Legal Framework

Data Protection Act 1998

Human Rights Act 1998

Further guidance

Information sharing guidance for practitioners and manage is T she SF2008