

## How will information be shared and stored?

Organisations providing the Named Person Service e.g. local authorities and health boards, already routinely handle confidential information. Existing legal requirements in relation to information sharing continue to apply.

## What access will I have to information held by the Named Person?

It is routine practice for public services to provide you access to records containing information about you. Parent(s) and carer(s) are entitled to make a Subject Access request in order to access this information. There are occasions when it is not possible as it may place the child or another at risk or compromise an on-going police investigation.

Further information can be accessed at [ico.org.uk/forthe-public/personal-information](http://ico.org.uk/forthe-public/personal-information)



for advice on childcare,  
education, family support &  
additional support needs

telephone 03000 200 293 option 6

email [fis@aberdeencity.gov.uk](mailto:fis@aberdeencity.gov.uk)

text 07825 053136

[www.aberdeencity.gov.uk/fis](http://www.aberdeencity.gov.uk/fis)

Remember if you have a concern about the welfare or safety of a child or young person then you must follow service guidance for Child Protection.

For information regarding Child Protection in Aberdeen go to:

<http://bit.ly/2q0tZy1>



## Information Sharing

# GIRFEC

For parent and carers

## What is Getting it Right for Every Child (GIRFEC)?

Getting It Right For Every Child is a national approach to improving outcomes and supporting the wellbeing of our children and young people by offering the right help at the right time from the right people.

Most children get all of the help they need from their parent(s) or carer(s), wider family and local community, in partnership with services like Health and Education. Where extra support is needed, the GIRFEC approach aims to make that support easy to access.

Every child and young person has access to a Named Person. The Named Person has a duty to support and promote wellbeing.

## Why share information?

When a child or young person may benefit from some additional support, it is important to understand how best to improve their wellbeing fully and this will lead to consideration of the need to share information.

Sometimes the right support can be offered by Health and Education and the Named Person will take the lead in getting support in place. At other times there may be a need to access support from another service and some information will have to be shared to access this support.

## What information will be shared and how will it be shared

If the child/young person agrees to information being shared, names, addresses, needs and names of other professionals involved in supporting the child or young person will be shared with services that may be able to help.

Parent(s), carer(s), children and young people will be asked for informed and explicit consent before information is shared. This means it is essential that you fully understand what is being asked of you in terms of sharing information and you give consent to share. Therefore, it is necessary that you understand the purpose of sharing the information fully, exactly what information is to be shared and who it will be shared with. It is the responsibility of the professional who wishes to share information to make you aware of this. All information sharing must comply with existing laws of privacy and human rights.



## What if the Child, Young Person, Parent(s) or Carer(s) do not want their information to be shared?

You will be fully involved in deciding what information should be shared in order to access support for your child. You should discuss any concerns you have around information sharing with the Named Person or Lead Professional to reach agreement wherever possible. If you decide that you do not want information to be shared about your child, the professional involved will make you aware of the possible implications of not sharing information. If there is no risk of harm or likely harm to your child, your wishes to not have the information shared will be respected. The professional will then monitor your child's wellbeing and if there is no improvement the concern may be discussed with you again.

Only in exceptional cases, such as where there is a concern of risk of harm or likely harm to a child or young person, will information be shared without informed and explicit consent.

This is in keeping with current Child Protection Policy and Procedure.

