**Education Safeguarding: Consent to sharing information**

It is the responsibility of all agencies that are making enquiries and/ or making referrals about child/ren to inform the parents/ carers or those with parental responsibility that they are making a referral to services where it is appropriate to do so. Please consider this information in conjunction with Bradford Safeguarding Board’s ‘[Multi-Agency Information Sharing/Consent Policy’](http://bradfordscb.org.uk/wp-content/uploads/2019/04/BSCB-Consent-and-information-sharing-Policy-final-Feb-2019.doc).

**Use of personal information**

If you would welcome support for your family, then we need your agreement for agencies to co-ordinate any support you may need through sharing information about your family with them. This could include the following agencies: Children’s Specialist Services, Schools, Police, National Probation Service, Community Rehabilitation Company, Youth Offending Team, Department of Work and Pensions (including contracted work programme providers), Incommunities, Early Help, Health Services.

We collect and process personal and sensitive information in accordance with the General Data Protection Regulation. This information may include details about you/your children’s health including NHS Numbers, education and UPN Numbers, welfare and development, home or family circumstances. We use this information:

* To help us work with you to provide an effective service
* To help us improve services through research and planning

In some cases, information may be shared between agencies without consent; for example, where sharing information might prevent a crime or safeguard the welfare of a child or young person. Even in these circumstances, we will discuss this matter with you. Reasons for this are:

* If it is believed that a child’s/adult’s safety or welfare is at immediate risk
* Where it is required to do so by law because of a criminal activity /drug trafficking offences
* Should you or your child fall ill during contact with the service and relevant information needs to be given to a medical professional

**Consent for information storage and information sharing**

I have understood the reasons where my information may be shared and I give my permission for Bradford Council to obtain and share personal and /or sensitive information about me and my family for the purposes set out above.

My explicit consent is freely given, fully informed and I understand that it can be withdrawn at any time. I have been given the opportunity to ask any questions in relation to Bradford’s Information Sharing/Consent Policy. I have the right of access to personal information held about me and my children by putting a request in writing.

This completed form will be retained by Bradford Metropolitan District Council. Information will be stored on a secure electronic system and shared with other organisations as appropriate, and only communicated by secure means. It will be destroyed in accordance with data protection principles and Bradford Metropolitan District Council’s retention policy***.***

Read our full [Privacy Notice](https://www.bradford.gov.uk/open-data/data-protection/prevention-and-early-help-privacy-notice/).

If you are the Parent/Carer you are also giving your permission to share personal information about young people (under 16) in your care.

|  |  |
| --- | --- |
| Parent/Carer signature: | Date: |
| Parent/Carer signature: | Date: |
| Young person signature: | Date: |
| Young person signature: | Date: |
| Young person signature: | Date: |
| Young person signature: | Date: |