



The Childrens Trust and its partners is made up of a range of services including local council and other public, voluntary and charitable agencies that work with children and families. Including community health, schools, social care, specialist services like CAMHs and varied Early Help teams. Together, these partners are referred to as the “Childrens Workforce”.

This information is to help you understand how staff from the Childrens Workforce will use and take care of your personal information when working with you and your family. In accordance with the Data Protection Act 2018 and GDPR we need to ensure you understand why we need your information, how we will use it and how long we will keep it for. If you have any questions about this, please discuss them with the person who is explaining this to you and please see the full version of this Privacy Statement which can be found at: www.bournemouth.gov.uk/EarlyHelpPrivacyStatement

Why do you need my family’s personal information? The statutory guidance, ‘Working Together to Safeguard Children, 2018,’ and Childrens Acts of 2004 and 2008 places a legal requirement on us to collect, store and use your information in order to provide services that ensure your children get the best possible start in life and support whilst they grow up. We will work in partnership with you to agree what the main worries and concerns for your children are, your personal information will help to confirm this and make plans for the best support.

Where is my family’s information kept and for how long? Your family’s information will be stored on a secure electronic case management system provided by the Childrens Trust. Early Help information will be kept for fifteen years. Some other agencies providing you with support through this process may also store your information on their own systems, if so they will inform you.

Who do you share it with? Practitioners from across the Children’s Workforce that are to be part of the team providing support to your family and those as described below. For greater detail please see full version of Privacy Notice at: www.bournemouth.gov.uk/EarlyHelpPrivacyStatement

How else will my family’s personal information be used? Occasionally, other Childrens Workforce staff may be asked to quality assure the support, advice and services you have received to ensure they are of a sufficiently high standard. Or your Lead Professional may use it to request additional support for you and your family from; the ART Brokerage team and/or the Family Support Hub.

National Troubled Families Programme. The Childrens Trust and its partners have committed to the Governments Troubled Families Programme which helps families who have difficulties 'turn around' their lives.

Additional Troubled Families rules for using your information. If your family is eligible for the additional support and resources this programme provides your information will be joined with information from other agencies like various NHS teams, Department for Work and Pensions, Police, Ministry of Justice, Probation services, housing services, schools and Youth Offending Teams to help the government and local services understand whether the programme has had a positive impact on families. The information will only be shared to help identify and support the families who need the programme. Our information sharing agreement with the Ministry of Housing, Communities and Local Government (MHCLG) helps make sure that:

- The information can only be used for research and is anonymous
- It cannot be used to make decisions about individuals nor can individuals be identified from reports

- Measures are in place to prevent unauthorised use of the data. The MHCLG and Information Commissioner’s Office have approved the proposed systems.
- The additional information collated for Troubled Families will be destroyed after five years.

Can I expect confidentiality? Yes. **EXCEPT** if we are concerned about you or your child’s safety, or if we think other people may be at risk of harm or if a court tells us we must do so.

PARENT / CARER / YOUNG PERSON: please sign below for yourself and/or on behalf of your family to confirm you have read and understand this Privacy Statement, or it has been fully explained to you.

(Please take the time to read the full version at: www.bournemouth.gov.uk/EarlyHelpPrivacyStatement)

Print first and last name:	<input type="text"/>	Signed:	<input type="text"/>
Date:	<input type="text"/>		
Address:	<input type="text"/>		

Worker Responsible for Ensuring Privacy Statement understood and signed.			
Name:	<input type="text"/>	Agency:	<input type="text"/>

All Childrens Trust partners are signatories to the Dorset Information Sharing Charter which provides agencies with a robust foundation for the lawful, secure and confidential sharing of personal information between themselves and other public, private or voluntary sector organisations that they work with. (for more info go to: <https://www.dorsetforyou.gov.uk/disc>)

