

1. Information Sharing is essential for keeping children and young people safe and promoting their welfare

- Data protection law should not be a barrier when it is necessary and justified.
- You must record and share information in a timely manner for the protection and welfare of children and young people.
- London Safeguarding Children Procedures set out guidance on information sharing in full: [CP9. Information Sharing Guidance](#)
- See also "Myth busting guide to information sharing" in [Working Together to Safeguard Children 2018](#)

2. In what circumstances can information be shared?

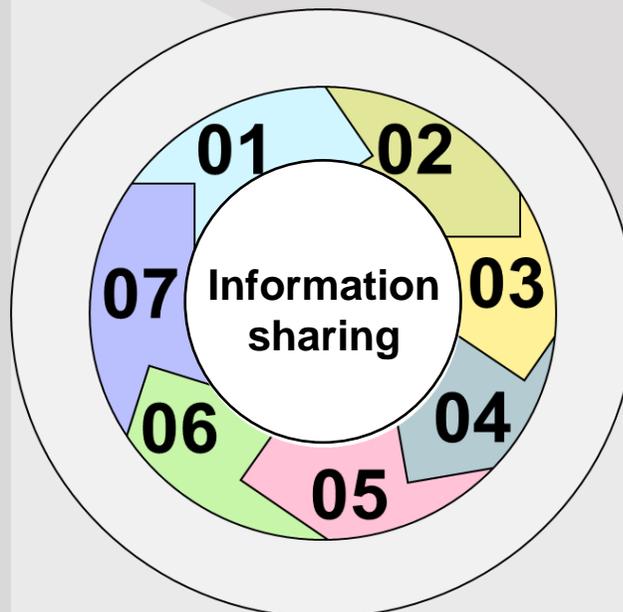
- Information can be shared to safeguard and promote the welfare of children, as set out in Working Together 2018 (the statutory guidance for all organisations and agencies who have functions relating to children).
- Sharing information early helps to ensure that a child or young person receives the right services at the right time.
- Practitioners should be alert to the need to share important information about any adults a child or young person has contact that may impact the child or young person's safety or welfare.

7. Further resources

- [Information Sharing: Advice for Practitioners Providing Safeguarding Services to Children, Young People, Parents and Carers](#)
- [The Information Commissioner's Office \(ICO\) Website](#)
- [Practice Guidance on Sharing Adult Safeguarding Information](#)

6. Golden rules

- Welfare of the child always more important than confidentiality.
- Discuss concerns with the child's carer – if it is safe and practicable.
- **You do not need consent to share information.**
- Seek advice promptly if you are unsure.
- Protect identities of people who might suffer harm.
- Only share information with people/ organisations that have a role in safeguarding.
- Record your reasons for information sharing.
- Subjects of information sharing have the right to challenge.



5. Seven principles of information sharing

- Necessary and proportionate to the circumstances.
- Relevant to the circumstances.
- Adequate and sufficient for its purpose.
- Accurate and up to date.
- Timely, particularly in an emergency.
- Exchanged securely.
- The details of the information shared (or withheld) should be recorded.

3. Legal Context

The General Data Protection Regulation (GDPR) introduced in the Data Protection Act 2018.

Other guidance (see Section 3.4 of the London Child Safeguarding Procedures on information sharing):

- ✓ Vital interest
- ✓ Legitimate interest
- ✓ Contract
- ✓ Consent

4. Who is responsible for sharing information and how?

- All practitioners, agencies and organisations
- Local Safeguarding Partners.
- Share information securely and record nature of request.
- Follow the local escalation procedures.
- Your agency's own procedures will enable information sharing.



Kingston and Richmond
Safeguarding Children
Partnership