

GETTING IT RIGHT FOR EVERY CHILD in AYRSHIRE



A guide to information sharing about you

Who is this leaflet for?

If you are a young person, this leaflet is to help answer your questions about how information about you is shared.

Your information

People working with you such as Teachers, Nurses, Doctors, Social Workers, Police, Psychologists, the Children's Reporter and other organisations keep information about you securely. When people work together they may need to share information about you.

Why do we share information about you?

- To reduce the number of times you are asked the same questions.
- To give you the support and care that you need as quickly as possible.
- To make sure you and others are protected and kept safe from harm.

What information should be shared?

The only information which will be shared is information about you and the people who are important to you, for example; any relevant wellbeing needs. This information is needed by other people to give you the support, care or protection you require.

How will it be shared?

The people working with you might use electronic communication to share information.

Your information

You have the right to access information about you. To do this or to ask questions about how your information is being shared speak to the person working with you or use the telephone numbers on this leaflet. You may also apply in writing to your Named Person.

Your agreement to share information

The people working with you will ask for your agreement to share information about you to plan your care and support.

You will be asked to agree to information about you being shared by the different people who are working with you. They will explain why we need to share your information.

You will be asked as part of your plan to consent to information being shared.

If you do not understand why we need to share information about you, we will provide you with support and information to help you to understand. If you are unable to understand, we may require to speak to your parent, guardian or other person with parental rights.

Without your agreement

Information about you will be shared without your agreement if there is a risk of harm to yourself or others.

Can I refuse to share my information?

YES – You have a choice about whether or not your information is shared. If you do not wish your information to be shared, you can refuse consent.

This might delay getting the care or support you need or you may have to tell different people the same things.

There might be some information you don't want to share with some people and some information you do agree to share.

BUT – even if you refuse, we may have to share your information, if there is a concern about a risk of harm to yourself or others.

Will my parents be told?

We prefer to work with you and your parent(s)/ carers, with agreement to share information about you. You will be asked to agree information about you being shared with your parents. There may be some information you do not want to share.

On occasion, information will be shared with your parents without your agreement but your Named Person should tell you first and get your support, if that is possible. You should be advised about what your parents have been told.

You have the right to privacy and all staff involved in your care have a duty of confidentiality covered by:

- The Data Protection Act 1998
- The Human Rights Act 1998
- Professional Codes of Conduct
- Common Law Duty of confidentiality

To find out more:

<http://www.gov.scot/Topics/People/Young-People/gettingitright/what-is-girfec/children-and-young-people>

<http://www.girfec-ayrshire.co.uk/children/>

<https://www.cypcs.org.uk/>

This information can be made available, on request, in braille, large print or audio formats and can be translated into a range of languages. Contact details are provided below.

درخواست کرنے پر یہ معلومات پڑھنا آسان کرنے کے لئے ابھرے حروف، بڑے حروف یا آڈیو میں مہیا کی جاسکتی ہے اور اسے مختلف زبانوں میں ترجمہ بھی کیا جاسکتا ہے۔ رابطہ کی تفصیلات نیچے فراہم کی گئی ہیں۔

本信息可应要求提供盲文，大字印刷或音频格式，以及可翻译成多种语言。以下是详细联系方式。

本信息可慮應要求提供盲文，大字印刷或音頻格式，以及可翻譯成多種語言。以下是詳細聯系方式。

ਇਹ ਜਾਣਕਾਰੀ ਸੁੰਗ ਕੇ ਬੋਲ, ਵੱਡੇ ਅੱਖਰਾਂ ਅਤੇ ਸੁਣਨ ਵਾਲੇ ਰੂਪ ਵਿਚ ਵੀ ਲਈ ਜਾ ਸਕਦੀ ਹੈ, ਅਤੇ ਇਹਦਾ ਤਰਜਮਾ ਹੋਰ ਬੋਲੀਆਂ ਵਿਚ ਵੀ ਕਰਵਾਇਆ ਜਾ ਸਕਦਾ ਹੈ। ਸੰਪਰਕ ਕਰਨ ਲਈ ਜਾਣਕਾਰੀ ਹੇਠਾਂ ਦਿੱਤੀ ਗਈ ਹੈ।

Niniejsze informacje mogą zostać udostępnione na życzenie, w alfabecie Braille'a, w druku powiększonym lub w formacie audio oraz mogą zostać przetłumaczone na wiele języków obcych. Dane kontaktowe znajdują się poniżej.

Faodar am fiosrachadh seo fhaighinn, le iarrtas, ann am braille, clò mòr no clàr fuaim agus tha e comasach eadar-theangachadh gu grunn chànanan. Tha fiosrachadh gu h-ìosal mu bhith a' cur fios a-steach.