

## 7 What to do

Use the “seven golden rules to sharing information” &

- ◆ Identify how much information to share
- ◆ Distinguish fact from opinion
- ◆ Ensure you are giving the right information to the right person
- ◆ Consider there is a clear and legitimate purpose for sharing information
- ◆ Record decisions and actions at all times

[See Sefton LSCB Information Sharing Procedure](#)

## 6 Questions

Is information getting to the right people quickly enough, allowing them to act?

Has information been verified, e.g. confirmation of the accounts given by parents and triangulation of information between professionals?

Are professionals for whom safeguarding is not a core responsibility also aware of the need to share information early?

## 5 Learning cont'd.

5. Information sharing should be two-way; with practitioners who make referrals, receiving feedback & ongoing information about actions taken.

6. Information sharing is not a one-off process, but should be part of an ongoing dialogue among practitioners to allow for re-assessment of risk and taking into account new information as it arises.

7. All relevant information must be shared at times of transition – for example, when a child moves between schools or Local Authority areas

# Information Sharing

## 1 Background

Sharing information is an important part of any frontline practitioners' job when working with children and young people. The decisions about how much information to share, with whom and when, can have a profound impact on individuals' lives.

The Government has issued [advice](#) for all frontline practitioners and senior managers working with children, young people, parents and carers who have to make decisions about sharing personal information on a case by case basis. The guidance is clear that concerns about sharing information cannot be allowed to stand in the way of the need to safeguard and promote the welfare of children at risk of abuse or neglect and that no practitioner should assume that someone else will pass on information which may be critical to keeping a child safe.

## 2 Why it matters

National and local Serious Case Reviews (SCRs) carried out following the death, or serious injury, of a child have repeatedly flagged up the need to share information early and effectively between agencies. A recent [analysis of 66 SCRs](#) noted there was only one where information sharing was not specifically mentioned, leading the authors to comment: ***“In contrast, in over ten years of analysing serious case reviews, we have not come across a single case where a child has been killed or harmed because a professional has shared information.”***

## 3 Principles

The 6 Principles of information sharing tell us that information sharing should be:

1. Necessary & Proportionate
2. Relevant
3. Adequate
4. Accurate
5. Timely
6. Secure

## 4 Learning

Learning from Serious Case Reviews & local multi-agency practice reviews

1. Practitioners need to provide clear explanations of why they are requesting information.
2. Always follow up direct verbal or face-to-face communication/information sharing with clear & comprehensive documentation.
3. Share both current and historical information, if it is relevant.
4. Once shared, information must be analysed & used to guide decision making & planning.