

Wirral SEND Partnership Information Advice and Support Service

CONSENT FORM

Confidentiality Guidelines

Wirral SEND Partnership is a needs led service which enables and supports children and young people with special educational needs or disability (SEND) and their parents/carers. Our staff and volunteers/Independent Supporters (IS) work within Wired's published confidentiality policies and procedures.

Conflict of Interest

It is our practice to have a transparent relationship with clients and as such will discuss any potential or actual conflict of interest. Please let us know if you feel this may apply.

Data Protection and Information Sharing Policy

All records that we hold on you, whether in a written or electronic format, are held in accordance with the Data Protection Act 1998, Human Rights Act 1998, Freedom of Information Act 2000 and other statutory requirements.

The information that you share with the Wired employee/volunteer who is working with you, may on occasions be discussed with other relevant Wired staff to find the best solution. Your information will not be shared with individuals outside of Wired without your consent except in exceptional circumstances such as but not limited to:

- Where there is a serious risk of harm to you or to other people including children and young people .
- When we believe that a serious crime is being committed
- When ordered to do so by a court order
- To prevent terrorism
- Where we are concerned over potential fraud or exploitation for example misuse of managed or personal budgets
- When requested to do so by an Ofsted inspector

Any individual has a right to request a copy of the data that we keep on them, in cases that involve children, a child also has the right to request access to their records in their own right as the data we hold belongs to the child. Please note that Children & Families Act 2014 gave young people aged 16-25 with mental capacity, the right to receive confidential information, advice and support without the consent of their parents.

I understand Wired's confidentiality policy and I consent to my files being held in the way described above.

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Young Person/Child's Name

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Parent's name (if child is under 16)

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Signature

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Date