

6.2 Information Sharing Policy

1. Purpose

The purpose of this policy is to explain the Aldinga Community Centre's commitment to sharing information about children and young people in a responsible way.

2. Responsibilities

It is the responsibility of the Centre's Board of Management to ensure that this policy is implemented.

It is the responsibility of the Centre's Community Development Officer (CDO) to ensure that the procedures are implemented.

3. Principles

Gaining a client's consent for information sharing is the ideal and recommended practice, except where to do so would place a person at increased risk of harm.

Children's and young people's right to safety overrides an individual's right to privacy. An adult's wellbeing needs must not compromise a child's rights to safety and wellbeing.

Working in partnership with parents to provide safe and supportive family environments directly protects children's and young people's wellbeing.

4. Definitions

See the Explanation of Terms in the Information Sharing Guidelines (ISG).

5. Policy

The Centre will follow the Information Sharing Guidelines for Promoting the Safety and Wellbeing of Children, Young People and their Families (ISG) which are the overarching principles and practices for government agencies and non-government organisations who support or provide services to children, young people and their families.

The safety and wellbeing of children and young people is the reason for requesting or sharing information, including when coordinated services are required to address immediate or anticipated serious threats to the safety and/or wellbeing of children, young people or their families. Informed consent is sought in all situations where it is considered safe to do so.

Seeking informed consent from someone for information sharing is the 'default' position in all situations. Where gaining consent is not possible or is considered dangerous the ISG describes how the Centre will manage these situations.

Informed consent should be sought from young people as well as adults. Young people's privacy deserves the same level of respect as adults' privacy. The ISG provides a consistent way of deciding whether a young person is capable of giving informed consent.

6. Approvals

| | Policy | Procedure |
|---------------------|---------------------------------|---------------------------------|
| Approving Authority | Board of Management | Board of Management |
| Approval Date | 21 st September 2017 | 21 st September 2017 |
| Next Review Due | September 2018 | September 2018 |