



Information Sharing and Consent for Families that require Early Help and Statutory services in St Helens

1. Background

St. Helens Council is working with its Partners to turn around the lives of families with multiple needs. We are working in partnership with other public services to provide better help and support to the people in the local area. St. Helens Council understands that all families are individual and may need different types of support at different times. Therefore, relevant information about individuals and families may be shared with partner agencies to ensure that families receive the right support.

The information that will be shared may relate to:

- Housing needs
- Health needs
- Education attendance and exclusion
- Crime and anti-social behaviour
- Adults who are out of work or at risk of financial exclusion.
- Benefits and gaining employment.
- Young people who need support accessing work or training.
- Services for Children and Young People who need support
- Families who need support due to being affected by domestic abuse.
- Programmes and courses identified to support you (Triple P, DART, Freedom)
- Community Services and Local Government
- Drug and Alcohol support services
- Support from Children Centre services.
- Central Government initiatives and programmes created for extra support (Families First St Helens).

2. How we use the information you share with us

- Identify your needs and the level of support you require
- As part of the Council's official responsibilities and in accordance with the law, certain information (such as health) can be shared; to help providers of health or other social care services to meet the individual support needs of family members
- Where legislation permits, to refer to appropriate Programmes and Courses identified to support you.
- To register your family with The Children Centre Service
- Be able to tell the public services what support you need from them
- Make sure the services you currently work with know what is happening
- The information gathered may be shared with partners so that we can work together in a joined up way to make sure services are effective
- Help the Government improve services across the country in the future

3. How will this affect me?

The information that is used for research will not affect the benefits, services or treatment families/ individuals receive. All of your information will be handled in line with data protection legislation. This means that your information is kept privately and securely and will only be seen by members of staff who need to see it so we provide the services you need.

Your information will be kept up to date and will be retained in line with St Helens Information Retention Schedule. For more details or any questions you may have concerning St Helens information Retention Schedule or data protection please visit the St.Helens Council website and complete a search for data protection/St Helens information Retention Schedule which will explain these in detail.

If you have any questions you can contact our data protection officer via email at: dataprotection@sthelens.gov.uk

4. Why is my information being shared?

We need to share your information so that we can understand what help you may need and work together to help ensure these services are provided for you. We might also share information to assess whether our services are working effectively and to improve our services for the future.

5. What if I say no or change my mind?

If you don't want your information shared then we and the partner agencies involved will respect that decision, although this may mean we can't provide all the services you need. There may be times when the law requires that we share information without asking for your consent, for example to prevent crime and to protect life. When we have concerns that a child is, or could be at risk of harm, we have the right to share information without consent.

If you change your mind at a later date, you can contact us at St.Helens Council
Tel: 01744 676789

6. What information will you share?

We may need to share some or all of the information listed below:

- Your name, address and date of birth
- Details of your culture or religion that help us to meet your support needs.
- Details of who is part of your family and who you live with.
- Details of your involvement with our partners, both in the past and currently
- Any assessment of what support you need now and how we can help you in the future.
- Referrals to other agencies to support you.

We will only share information that is relevant to your needs so we can make sure you receive the support you require.

7. Who can see your information?

Depending on what type of support you need, we will share your information with relevant partner agencies listed below who can provide you with support.

- Peoples service, St.Helens Council
- All ages team, St.Helens Council
- Urban regeneration, St.Helens Council
- Merseyside Police
- Merseyside Fire & Rescue Service
- Helena Partnerships
- National Probation Service (Merseyside)
- Community Rehabilitation Company (Merseyside)
- HM Prisons Service
- Jobcentre Plus
- Starting Point / St Helens Chamber of Commerce
- Bridgewater NHS Trust
- North West Boroughs North West Trust
- Change, grow, live
- Schools and Education providers
- Children's centres
- Community mental health services
- Home start
- Safe Families
- Ways to Work service
- DWP service
- Families First St Helens (A programme created by Central Government which offers extra support to families through the Troubled families initiative)

8. Can I see my own information?

You can ask to see a copy of the information we hold about you by making a request in writing to:

Senior Information Management Officer
St. Helens Council
Internal Audit
Town Hall
Victoria Square
St. Helens
Merseyside
WA10 1HP

Telephone number 01744 673474

If you don't want us to share the information you give us with any persons or services listed above please write this in the box provided.

I/We agree to the gathering and sharing of information between professionals and contact being made with other significant people (except those listed), for the purpose of providing/offering the most appropriate service for my/our children.

Name (print)	Date of Birth (DD/MM/YYYY)
Relationship to child/YP	
Parental responsibility	Yes No
Signature	Date (DD/MM/YYYY)

9. Equality Monitoring

St Helens Peoples Services have a duty to provide an accessible service to all our local families. By completing the following monitoring form you are helping us to identify any barriers which will help us improve the services we offer. The information supplied on this form will be processed in accordance with the requirements of the data protection legislation. Under the Council’s commitment to promote equality of opportunity the information you provide us with, including your identity where necessary, may be linked to other data we collect in order for the results to be analysed. At all times, it will be treated as confidential and used only for the purpose of Equality Monitoring and to support Social Care Assessments.

Please complete for yourself, your partner and your children

Your name	D.O.B. (DD/MM/YYYY)																		
Gender	Sexual Orientation																		
<p>Ethnicity / Racial Origin please tick one from below</p> <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> White British</td> <td><input type="checkbox"/> Mixed White & Black</td> <td><input type="checkbox"/> Asian Bangladeshi</td> </tr> <tr> <td><input type="checkbox"/> Asian Indian</td> <td><input type="checkbox"/> Chinese</td> <td><input type="checkbox"/> Prefer not to say</td> </tr> <tr> <td><input type="checkbox"/> White Irish</td> <td><input type="checkbox"/> Mixed White & Asian</td> <td><input type="checkbox"/> Other please state:</td> </tr> <tr> <td><input type="checkbox"/> Black African</td> <td><input type="checkbox"/> Gypsy / Roma</td> <td>.....</td> </tr> <tr> <td><input type="checkbox"/> Mixed White & Caribbean</td> <td><input type="checkbox"/> Asian Pakistani</td> <td>.....</td> </tr> <tr> <td><input type="checkbox"/> Black Caribbean</td> <td><input type="checkbox"/> Irish Traveller</td> <td>.....</td> </tr> </table>		<input type="checkbox"/> White British	<input type="checkbox"/> Mixed White & Black	<input type="checkbox"/> Asian Bangladeshi	<input type="checkbox"/> Asian Indian	<input type="checkbox"/> Chinese	<input type="checkbox"/> Prefer not to say	<input type="checkbox"/> White Irish	<input type="checkbox"/> Mixed White & Asian	<input type="checkbox"/> Other please state:	<input type="checkbox"/> Black African	<input type="checkbox"/> Gypsy / Roma	<input type="checkbox"/> Mixed White & Caribbean	<input type="checkbox"/> Asian Pakistani	<input type="checkbox"/> Black Caribbean	<input type="checkbox"/> Irish Traveller
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<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA																	
<p>Marriage or Civil Partnership Status</p> <p>Please state</p>																			

Your Partner's Name		D.O.B. (DD/MM/YYYY)
Gender	Sexual Orientation	
Ethnicity / Racial Origin please tick one from below <input type="checkbox"/> White British <input type="checkbox"/> Mixed White & Black <input type="checkbox"/> Asian Bangladeshi <input type="checkbox"/> Asian Indian <input type="checkbox"/> Chinese <input type="checkbox"/> Prefer not to say <input type="checkbox"/> White Irish <input type="checkbox"/> Mixed White & Asian <input type="checkbox"/> Other please state: <input type="checkbox"/> Black African <input type="checkbox"/> Gypsy / Roma ----- <input type="checkbox"/> Mixed White & Caribbean <input type="checkbox"/> Asian Pakistani ----- <input type="checkbox"/> Black Caribbean <input type="checkbox"/> Irish Traveller -----		
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Is your partner pregnant? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		
Marriage or Civil Partnership Status Please state		

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