



Havering SENDIASS

Special Educational Needs and Disabilities Information Advice and Support Service.



Confidentiality Policy

Reviewed August 2020.

For the purposes of this policy:

- The term "Parent/Carer" is used to describe all adults with parental responsibility and care of a child
- The terms "Young person or Young people" are used to describe individuals aged 16 to 25 Years old as described in "The Special educational needs and disability code of practice: 0 to 25 years 2015".
- N.B The right of young people to make a decision is subject to their capacity to do so as set out in the Mental Capacity Act 2005.

Confidentiality will normally be assured to anyone seeking information, advice and/or support from any representative of the Special Educational Needs and Disabilities Information, Advice and Support Service (SENDIASS).

This means that whatever the parent/carer or young person tells the Service, this will not be discussed with anyone outside of the Service without the permission or express wishes of the parent/carer or young person.

However, there is one exception to this general principle:

If information is disclosed or circumstances arise in which any member of the SENDIASS Team think that a child or vulnerable person such as a parent/carer or other individual is suffering or is at risk of suffering significant harm, the information will be passed to the MASH (Multi Agency Safeguarding Hub) Team within the Local Authority.

SENDIASS will try to encourage and support the parent/carer or young person to report directly if it is appropriate to do so or the Case Officer can make the referral on behalf of the parent/carer/young person with their consent.

If occasions arise where it is not appropriate to inform the parent/carer/young person of the referral (e.g. if we believe this could lead to increase in risk or harm) then the information will be passed onto the MASH Team within the Local Authority.

The SENDIASS Case Officer will also inform the Senior SENDIASS Case Supervisor of the referral.

Havering SEND Information Advice & Support Service (SENDIASS)
12th Floor, Mercury House, Mercury Gardens, Romford, RM1 3DW
T: 01708 433885 E: sendiass@havering.gov.uk
W: www.haveringsendiass.co.uk

The circumstances in which a case might be referred to the MASH Team includes the following (this is not an exhaustive list):

- where there is evidence that physical, sexual, emotional abuse and/or neglect of a child/young person or adult has taken place and this is not already known to the local authority;
- where a person who has been refused contact with a child/young person is in fact having contact with a child/young person; and
- where a court order or undertaking is in existence and is being breached.

Should this situation arise SENDIASS will still be willing to continue to advise and support the parent/carer or young person with their SEND issues, and will advise them on whom to contact for appropriate support, subject to the parent/carer or young person's wishes. The circumstances in which this might arise include (this is not an exhaustive list):

How does the SENDIASS balance parents/carer's rights and children and young people's safety?

The SENDIASS is there to empower parents/carers and young people. Although the nature of the role often means close involvement with families, it is important that SENDIASS Staff try to remain dispassionate in their work with the parent/carer or young person and are aware of the child or young person's perspective so that they can:

- help the parent/carer or young person to understand what the child protection concerns are perceived to be and why;
- avoid giving the parents/carers or young people false hopes by reinforcing views which are unlikely to be acceptable to the local authority or helpful to their participation in the process;
- avoid colluding with anything which might place a child or young person at risk; and
- identify when SENDIASS reporting threshold is reached.

Please note: All parents/carers and young people will be informed of the above policy.