



LANCASHIRE SAFEGUARDING CHILDREN BOARD

CONFIDENTIALITY STATEMENT

Information shared at child protection conferences is confidential and should not be disclosed outside the conference. There are a number of circumstances when information **MUST** be disclosed. These are as follows:

1. Subject to limited exceptions, any person has a right to see personal information held about themselves. This includes information contained in child protection conference minutes and must be disclosed upon request whether the individual attends the conference or not (it also applies to non-family members).
2. If there are court proceedings then a judge may order that child protection conference minutes are disclosed to the parties. This applies to both civil (family) proceedings and to criminal proceedings.
3. Conference attendees may be (asked or) ordered to attend court to give evidence. This may be at the behest of the prosecution/application or the defence/respondent.
4. If there are civil proceedings in court then a children's guardian (an independent social worker appointed by the court to protect the child's interests in cases where Lancashire County Council make an application) or a family court advisor (an officer appointed by the court in private proceedings involving children to report to the court on the child's circumstances) may both see the records held by Lancashire County Council including child protection conference minutes. They may also refer to the minutes in their reports and the minutes may then become available to the court.
5. Basic information about children subject of a child protection plan is made available to a limited number of health staff in frontline services, for the purposes of safeguarding children.

There are other circumstances when the information **MAY** be disclosed. These are as follows:

1. All conference attendees may disclose the minutes of the conference to their own legal advisors.
2. Child protection conference minutes may be disclosed to other professionals involved with the child who have not attended the conference.
3. The Data Protection Act relates to child protection conferences.