



BIRMINGHAM SAFEGUARDING CHILDREN PARTNERSHIP

Confidentiality Agreement for BSCP Meetings

In your role as the author of your agency's Information Report for one of the Birmingham Safeguarding Children Partnership's meetings (i.e Serious Cases Sub-Group, Rapid Review, Review Team Meeting, Author's Briefing and Practitioners Learning event), you will have access to a variety of personal and business information which may be held in electronic format or in hard copy, or may be spoken to face-to-face or in telephone conversations. Much of this information is likely to be confidential in nature.

Confidential information relating to LCSP/LL Reviews may include:

- Personal information about identifiable persons, living or dead;
- Commercially sensitive information;
- Information about actions which have been proposed to the Partnership or Sub-Group, on which a decision has not yet been reached; and
- Information about the actions of an agency or agencies in the city.

Much of the business of the Birmingham Safeguarding Children Partnership is of a sensitive nature and members and observers must guard against wrongful disclosure in the interests of children, young people and families and the reputation of the Partnership.

All information received in connection with the business of the Birmingham Safeguarding Children Partnership is to be regarded as confidential, unless:

- It has been given to you with a clear instruction to discuss it with specified persons;
- It has been given to you as part of a consultation exercise, with a clear expectation that you will circulate it;
- It is an accepted Board decision that has been, or is to be, publicly announced; or
- It is already in the public domain (provided that this has not happened because of a breach of this agreement or of another duty of confidentiality).

With the above exceptions, any information disclosed to you in the course of your duties must not be copied or disclosed to any third party without the prior agreement of the Partnership.

I have read the above statement and agree that I will respect the confidentiality of information disclosed to me in my role as a member or observer of Birmingham Safeguarding Children Partnership meetings.