



## Working in Partnership with Other Agencies

St Marks Pre-school works in partnership with local and national agencies to promote the well-being of all children. St Marks Pre-school will never share children’s data with any organisation to use for their own purposes.

St Marks Pre-school:

- works in partnership, or in tandem, with local and national agencies to promote the well-being of children.
- has procedures in place for the sharing of information about children and families with other agencies. These are set out in St Marks Pre-school’s Privacy Notice, Information Sharing Policy, Safeguarding Children and Child Protection Policy and the Supporting Children with Special Educational Needs Policy.
- ensures that information shared by other agencies with the pre-school is regarded as third-party information. This is also kept in confidence and not shared without consent from that agency.
- when working in partnership with professionals from other agencies, makes those individuals welcome and respects their professional roles.
- follows the protocols for working with agencies, for example on safeguarding children.
- ensures that professionals from other agencies do not have unsupervised access to the child they are visiting in the pre-school and do not have access to any other child(ren) during their visit.
- ensures practitioners do not casually share information or seek informal advice about any named child/family.
- when necessary, consults with and signposts to local and national agencies who offer a wealth of advice and information that help the pre-school to develop its understanding of the issues facing the setting and who can provide support and information for parents. For example, ethnic/cultural organisations, drug/alcohol agencies, welfare rights advisors or organisations promoting childcare and education, or adult education.

This policy was adopted at a meeting of the pre-school held on ..... (date)

Signed on behalf of the pre-school .....

Also see: Administering Medicines	Confidentiality and Client Access to Records	Information Sharing
Maintenance, Storage and Transfer of Records	Safeguarding	Supporting Children with SEN