Children and Young People’s (CYP) Services: managing social care assessment information

When Children and Young People’s Services (CYP) carry out an assessment of you the assessment report will be shared with you. If the assessment is for a child, the assessment will be shared with parents and adults who have parental responsibility for the child. The child that was assessed will also be entitled to a copy and can ask for this assessment in the future.

There are situations where it is necessary to share the assessment or information in the assessment with family members as part of the work done by CYP and to protect a child.

The assessment helps the work we do with you and your family and may be used in future assessments done by CYP concerning your family. Other agencies who we have shared the assessment with may also use information in the assessment.

**Please note** - where family members share information during the assessment, which they wish to remain confidential, it is important they discuss this with the worker, but they may not always be able to keep some of the information from the assessment. The worker will be able to say what information will be included in the assessment, and what will be disclosed to family members and to other professionals who may not work for CYP as part of the assessment process.

CYP’s Privacy Notice - [www.suffolk.gov.uk/CYPprivacynotice](http://www.suffolk.gov.uk/CYPprivacynotice) provides more information about how we use your information and your rights concerning how your information is used – these are all covered by law. If you cannot read the internet link on your own, please ask your worker for a copy of the privacy notice.