



Privacy Notice

Multi Agency Safeguarding Hub (MASH)

We are committed to making sure that information is kept safe, stored securely and can only be used by the people who need it to enable us to offer your family the support and services that you require.

The safety and well-being of all our service users is of paramount importance to us. We adhere to Cumbria Local Safeguarding Children's Board (LSCB) safeguarding policies and guidelines and will at all times take action to ensure that children, young people and families are kept safe from harm. For further information, see Cumbria LSCB Guidelines at www.cumbrialscb.com

Section 10 of the Children Act 2004 places a duty on key people and bodies to cooperate to improve the wellbeing of children and young people. This includes the proportionate sharing of information, where appropriate, to make the best decisions for children and young people at risk.

What information does the council collect about me?

If a Multi-Agency Safeguarding Hub (MASH) enquiry is received for a child, professionals working within the MASH will share information they hold which may be relevant to the enquiry. Only the minimum information will be held in the MASH team and will only be shared when absolutely necessary. This is to make sure that an appropriate, timely and informed decision is made by the MASH Team manager about any services the child may require.

Relevant partners have signed up to the MASH Practice Information Agreement which specifies what happens to the data once it is received within the MASH.

How is your personal data collected?

The Multi-Agency Safeguarding Hub receive referrals from a variety of sources including:

- Referrals from professionals
- Referrals from family
- Referrals from general Public

Using a Multi-Agency approach they will assess the referral and evaluate any next steps required for example

- Provide Information Advice and Guidance
- Recommend Early Help
- Progress to Social Care for Assessment of Needs

Data Sharing

The information you supply will be kept on a secure Cumbria County Council database and can be accessed by a number of authorised people within the Children and families Services, Health Professionals and the Police.

Information will be processed within the MASH under strict protocols in accordance with the Data Protection Act 1998 and other relevant legislation. Information will be held securely by Cumbria County Council and will only be used and shared on a strict need to know basis with limited partners, for the purposes of keeping children or young people safe or ensuring they get the best services they need. Personal information may also be shared if there is a lawful reason to do so such as for crime prevention or detection purposes or where it is in the interest of maintaining public safety. The parent / carer will normally be informed at the time the enquiry is made unless this could place the child or someone else at further risk or undermine police investigation.

How will we use information about you?

We will only use your personal information when the law allows us to. Most commonly, we will use your personal information in the following circumstances:

- **GDPR Article 6(1)(c)** processing is necessary for compliance with a legal obligation to which the controller is subject (see Applicable Legislation below), and
- **GDPR Article 6(1)(e)** processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller

Relevant Legislation

- Human Rights Act
- Children's Act 2004
- The Crime and Disorder Act 1998
- Criminal Justice and Court Service Act 2000
- Health and Social Care Act 2012
- Data Protection Act 1988

Data Security

All of the information you give us will be kept safe and secure whether it is written or on a computer system. We will treat any personal information confidentially and will comply with the Data Protection Act 1998. This means that, if we keep any of your personal data we must:

- Tell you what information we need to collect from you
- Only use the information for the reason we have agreed with you
- Not ask for more information than we need to provide the services
- Let you see any information we have collected about you, on request
- Keep the information safe, secure and confidential

Other Important Information

Personal information held in the MASH will be deleted when it is no longer needed for these purposes, in accordance with formal record retention policies.

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