

Sharing information with others – information for parents

The EYFS states in requirement 3.68: *‘Providers **must** enable a regular two-way flow of information with parents and/or carers, and between providers, if a child is attending more than one setting.*

The EYFS states in requirement 2.5: *‘Providers **must** have the consent of parents and/or carers to share information directly with other relevant professionals.’*

When the Early Years Foundation Stage (EYFS) uses the word ‘must’ it is a statutory requirement and we must comply. Data collection related to EYFS requirements 3.68 and 2.5 are covered by the General Data Protection Regulation (GDPR, 2018) ‘reasons for processing data’ as ‘legal obligation’.

How we comply - we aim to comply with these requirements by informing parents about them and asking parents to sign to state their understanding of the requirements. We also aim to form good working relationships with the child’s key person at any other setting they attend and / or other professionals involved in the child’s life.

Who we work with - we are happy to work with other agencies and professionals such as the Local Area SENCO so we can support your child’s learning and development in the setting.

What we will share - we will share information about the child’s progress with their Health Visitor to comply with the ‘Progress Check at 2’ which is a statutory requirement of the EYFS; we will share details about our activities and your child’s progress with other settings and ask other settings for details about your child’s learning and development while they are there – so we can complement them here.

How the information will be stored – we will retain information about your child’s learning and development in their Learning Journey, which will be your property when they leave or move on to school. If information relates to safeguarding we might need to pass it to your child’s next setting – we will discuss this with you.

We will draw up a **Data Sharing Agreement** with the other setting or professional and this will be shared with you as relevant.

Please let us know if your child’s care and / or learning is currently monitored by another agency or professional/s: we will need their contact details so we can speak to them.