Working in Partnership with Other Agencies Policy

Policy Statement

Little Monsters Day Nursery is committed to working in **partnership with local and national agencies** to promote the **safeguarding, welfare, and development of all children**. Collaboration ensures that children and their families receive the right support at the right time.

Aims

- To ensure children's needs are identified and met promptly.
- To provide clear procedures for sharing information safely and confidentially.
- To develop positive professional relationships with other agencies while maintaining safeguarding standards.

Procedures

1. **Partnership Working**
    - We work collaboratively with local and national agencies, including health services, social care, educational support services, and voluntary organisations, to promote children's well-being.
    - All staff understand their role in partnership always working and act professionally.
2. **Information Sharing**
    - Information about children and families is shared **only in accordance with the Information Sharing Policy, Safeguarding Policy, and Special Educational Needs (SEN) Policy**.
    - Information received from other agencies is treated as **third-party confidential information** and is not shared without the explicit consent of the providing agency, unless legally required.
    - Staff do **not casually discuss or seek informal advice** about individual children or families.
3. **Professional Conduct of Visitors**
    - Staff from partner agencies are **welcomed respectfully** and their professional roles are acknowledged.
    - Agency staff **never have unsupervised access** to any child in the setting unless prior arrangements are agreed with the Nursery Manager and in line with safeguarding procedures.

4. **Protocols and Safeguarding**
    - We follow all **agreed protocols** when working with external agencies, particularly regarding safeguarding concerns.
    - Staff remain alert to ensure that children's safety and welfare are always protected during visits or joint working.
5. **Consultation and Support**
    - When appropriate, we seek advice and guidance from specialist agencies, such as:
        - Health and welfare organisations
        - Ethnic/cultural support groups
        - Drug and alcohol support services
        - Childcare and education advisory organisations
        - Adult learning and training providers
    - These consultations help us to **enhance our practice, support families effectively, and ensure children receive appropriate care and learning opportunities**.

Responsibilities

- **Nursery Manager** ensures that all partnerships comply with safeguarding policies and legal requirements.
- **All staff** follow protocols for information sharing, confidentiality, and supervision when working with other agencies.

Review and Monitoring

- This policy is reviewed **annually** or sooner in response to changes in legislation or local guidance.
- Staff training includes awareness of protocols for multi-agency working and confidentiality.

This policy was adopted at a meeting of Little Monsters Day Nursery
Held on:
Signed: _____
Role of signatory: Manager