

# How we share information when your child moves to a new school

Your child will be moving to a new school or college soon. We want to make sure this happens as smoothly as possible.

**There is some important information about your child that needs to be shared with their new setting. If they have this information early, they can start to plan the right support for you and your child. It also means that you won't have to explain the same information to new people.**

In Sheffield we ask schools and colleges to share information when children and young people might be vulnerable, worried or unsafe as they move to a new setting. This helps them get to know about your child and the best way to support them as soon as possible. It helps to keep them safe and supports them do the very best they can.

We ask schools to share information when children and young people start at primary school, secondary school or college. It also happens when children move school or college for any other reason.

There are safeguarding teams in every education setting in Sheffield. It is their responsibility to share information with other safeguarding teams to keep children and young people safe. They always do this confidentially.

When your child's setting knows that they are moving they will share relevant information with the safeguarding team at the new setting.

- Safeguarding teams share information confidentially.
- The information shared is always in the best interests of each child or young person.
- They will be open, honest and respectful with you about what they are sharing and who they are sharing it with.

**You can talk to the safeguarding team at your child's school about the information they will share with the new school. They can help you work out who the best person to talk to in your child's new school is.**

**Please ask to speak to the Designated Safeguarding Lead in your child's school if you have any questions.**

