

# Information to Collect

## Information of child to include;

- Name or any alias or other names to identify them
- Address
- Age and Date of birth
- If the child is Indigenous
- Child's cultural background such as language spoken, religion and any other cultural factors.
- Siblings details including name and age
- School or child care service they attend
- Childs additional needs in relation to disability type, severity and impact
- Whose care are they in i.e. family or out of home care.

## Information of family to include;

- Name/s
- Age
- Contact details such as home and mobile numbers
- Parent indigenous and/or cultural information such as religion and languages spoken
- Any risk factors aware of including domestic violence, alcohol or other drug abuse, unmanaged mental illness, disability, family strengths, pregnancy
- Description of family structure such as type of family.

## Information of the mandatory reporting person;

- Name
- Address

# Information to Collect

## Any other information could include;

- Other services family uses
- Outcome of MRG

## Please Note;

- when collecting, information do this accordance with legislation and your services policies and procedures.
- information of conversations and observations and any related documentation needs to be recorded and shared in accordance with current legislation.
- Record any information objectively.
- Information needs to remain confidential according to legislation.
- Information can be exchanged with other prescribed bodies working with the children or young person and their families as a part of the law Chapter 16A of the Children and Young Persons (Care and Protection) Act 1998. Seek legal advice if you are unsure as to whether you are allowed to share information and refer to the law. Within the law it discusses what prescribed bodies are and can include;
- NSW Police Force, a government department or a public authority, government school or a registered non-government school or a TAFE, a public health organisation or a private hospital, a private fostering agency or a private adoption agency, a designated agency which is a department of the Public Service or an organisation that arranges out of home care, any other organisations that have direct responsibility for, or direct supervision of, the provision of health care, welfare, education, children's services, residential services, or law enforcement, wholly or partly to children.