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| YOUNG PEOPLE'S ACCESS TO RECORDS | | |

Young people have a right to access their records, and this will be facilitated through their individual local authority Access to Records Procedure. Access to information held on the young person's file in the home should be discussed in the young person's planning meeting before, or upon admission.

A young person may have access to their own daily recordings, monthly reports and other SJD Homes reports and assessments. The following list of people should also generally be assumed to have access:

- The staff including the manager and external line managers.
- The young person's social worker.
- The young person.
- A Family Court Advisor.
- Government Inspectors.
- A Solicitor acting on behalf of the young person.
- A Police Officer

In certain circumstances, a parent may also have access to part of their child's file. The limitations of this and how it will be managed should be agreed at a planning meeting.