

Letter requesting information under Chapter 16A

(To be used by prescribed bodies seeking information under Chapter 16A)

Chapter 16A of the Children and Young Persons (Care and Protection) Act 1998 provides for the exchange of information regarding the safety, welfare or wellbeing of a particular child or young person or class of children or young persons.

To: Detective Sargent Shannon Spargo

At: <Joint Investigation Report Team>

From: <Janet Bunday / Manager<

At: <Interchange Shoalhaven Inc>:

Ref:

Date: <12-12-12>

This request is made in regard to: <CIE >

Date of Birth: <REDACTED-1996> Gender: <(M)>

Information is also sought regarding the following persons:

Name	Gender	Relationship to child/young person	DOB	Other identifying information
<Royce Comber>	<(M)>	<paid worker>	REDACTED 1988>	<insert>
<insert>	<(M/F)>	<insert>	<dob>	<insert>

This information is sought in relation to the following issues of concern held for the above mentioned child/young person or class of children or young persons:

Royce Comber was accused by ^{CIE} of sexually assaulting ^{CIE} whilst in care with the Disability Trust. Prior to this incident Royce Comber was employed to work with ^{CIE} and other children in our service. We need to review Royce's status as a worker with Interchange Shoalhaven

This information is sought because it relates to the safety, welfare or wellbeing of the child or young person (or class of children or young persons) and will assist with:

- ✓ making a decision, assessment or plan
- ✓ initiating or conducting an investigation
- ✓ providing a service and/or
- ✓ managing a risk, to a child or young person that might arise in this agency's capacity as an employer or designated agency.

Specific information is requested in regard to:

- ✓ relevant current and/or historical concerns about safety, welfare or wellbeing of the child, young person or family

- ✓ current and/or past history of involvement with the child, young person and/or their family
- ✓ family/ relationship dynamics (if known)
- ✓ attitude of the child, young person and/ or family to agency/service involvement

other details required
<insert>

Please provide the requested information

- by phone
- ✓ by email
- by fax*
- ✓ by mail.

** Care should be taken in providing sensitive information via fax. This procedure must be negotiated with and agreed to by the organisation providing the information.*

The information is required by 21/12/12

Consent should be sought in regard to the exchange of information, where appropriate, and the person should be given adequate information in a manner and language they can understand. However, the Act authorises the exchange of information under Chapter 16A without consent.

The child/ young person/ family has consented to the release of information requested in this form by mail.

OR

- ✓ The child/ young person/ family has not consented to the release of information requested in this form by mail. The reason for this is:

Consent has been given verbally by the mother of ^{CIE} and has been noted in writing on the family's Interchange Shoalhaven file

- ✓ The child/ young person/ family has been informed of this request for information.

OR

The child/ young person/ family has not been informed of this request for information. The reason for this is:

<insert>

Contact details of the person making the request:

Name Janet Bunday

Title: Manager

Organisation: Interchange Shoalhaven

REDACTED