

## Understanding how your information is shared and recorded

When you work with your child's nursery, childminder, or health visitor to complete and agree a referral, this information is shared with a core group of professionals from early help, education, and health. They will work together to identify the best package of support and each organisation will check their records for any additional relevant information they may hold and share this at the TAEY meeting.

Notes on the advice, guidance, and actions shared and agreed in the meeting will be stored on each partner's recording system following the meeting. Details of your family plan will also be recorded and updated.



The service who leads on the work with you and your family will always discuss how your information is being stored and used, and provide you with access to their privacy notice.

All the services working as part of the TAEY have robust data security and safety measures in place to comply with the Data Protection Act 1998.

A copy of our privacy policy is available at <https://www.wakefieldfamilies-together.co.uk/privacy-policy/>



## Family Hubs and the Team around the Early Years (TAEY)

Local access to help and support when you find it hard to cope with the demands of family life.

A parent and carer information guide



Family Hubs are a one-stop shop that parents, carers, and young people can walk-in, email, or telephone to access whole family support.

You can find your nearest Family Hub by visiting:  
[www.wakefieldfamilies-together.co.uk](http://www.wakefieldfamilies-together.co.uk)

You can also ask for early help from your child's nursery, childminder, or health visitor and request a 'Team around the Early Years' (TAEY) meeting.

The TAEY is an offer of early help to families that brings together a team of professionals to help you to access support when you find it hard to cope with the demands of family life.

Your child's nursery, childminder, or health visitor will be your first point of contact to talk through the areas you would like help with. They will complete a referral form with you.

This form will be shared with a core group of professionals from early help, education, and health – plus professionals who are specialists in a specific area of work – who will then work together to identify the best package of support for you and your family.

A family support plan will be developed with you. This will set out who will be working with you on different support areas that you've asked for help with. This could include building a network of support from people you know, attending an intervention programme as part of a group activity or a 1:1 session, or attending activities and events as a family in your local community.

If at any stage, you no longer feel you need or want this support you can talk to your child's nursery, childminder, health visitor, or local Family Hub and withdraw from the support available.

### This could be worries about...

Family routines and/or child development, sleep, or infant feeding

Health concerns

Drug and/or alcohol misuse

Emotional health and wellbeing

Housing support

Parenting

Speech and language development

Money worries

Managing behaviour and setting boundaries

Parental relationships and/or child to parent relationships

### Your childcare provider will then...

- Explain the options of support available from different partner services
- Agree with you the support you would like to access
- Support you to make links with the services who will be leading on the work with you and your family

