



The Database for Children and Young People with Additional Needs

This fact sheet can be made available in other languages or formats on request by contacting 0161 770 6666. For further information please see our detailed fact sheet - **Information for all**.

What is the database?

The 1989 Children Act requires all local authorities to maintain a register of children in their local care with a disability, to help in the future planning of services. The 'register' is a computer-held database containing information on the child/young person and how their disability affects the way they live. Information also includes their education, health, leisure and other services that are necessary and useful to them.

This information is confidential and protected by the Data Protection Act 1998.

In Oldham, the Social Services Department at the Woodfield Centre for Children with Disabilities has responsibility for maintaining the database.

Inclusion of your child's name on the database is voluntary. You can also remove your child's name from the database at any time. Either way, this will not affect your right to an assessment of need. However, even if your child does not need specialist services or is not eligible for specialist services it would be helpful to have their details on the database.

What are the advantages of my child's name being on the database?

You will receive a newsletter three times a year, giving you information about any changes in benefits, legislation or new services in Oldham. It will also include information about holiday activities and events.

You will be kept updated on any information that may be of interest to you, outside the regular newsletter times.

You will be helping agencies help children with additional needs by giving them a better understanding of what services they need to provide now and in the future.

How will the information be used?

The information you fill in on the registration form is confidential, so no personal details are ever shared, only statistics. Information will be shared with health, education, Social Services and voluntary organisations, so they can identify the gaps in their service and improve them.

Is it for my child?

Yes, if your child is aged 0 –18 years and if your child has a permanent condition and whose normal development is significantly affected so that he/she needs substantially more support, care and supervision than a child of a similar age who does not have additional needs.

I'm interested – what should I do next?

For more information please contact the Database Co-ordinator

Write to:

Disability Database Co-ordinator
Children with Disabilities Team
Woodfield
Manchester Road
Oldham
OL8 4EY

Phone: 0161 627 1749

Fax: 0161 627 0388

Email: cando.coordinator@oldham.gov.uk

The Database Co-ordinator will arrange to visit your home to complete the registration form and include your child's name on the Database for Children and Young People with Additional Needs in Oldham.

We value your comments and suggestions about Social Services

We want to provide good quality services for people in Oldham and as we are a public service, you have a say in everything we do. We want you to be completely satisfied with our services, but to ensure this we need to know what you think. What do we do best? Where could we improve things? Do you have any ideas or suggestions? Only by listening to you can we give you the service you deserve. Our Complaints & Representation Officer welcomes everything you have to say and will read each and every one of your suggestions and reply to you individually, responding to any specific issues you raise.

The Complaints & Representation Officer can be contacted at:

Freepost
Children Young People and Families
Complaints and Representations Officer
Oldham Metropolitan Borough Council
PO BOX 4
Civic Centre
Level 8
West Street
Oldham
OL1 1UL
Tel: 0101 770 1129
Fax: 0161 770 3222
E-mail: cypf.complaints@oldham.gov.uk

The Complaints & Representation Officer only speaks English however if you wish we can arrange to visit you with an interpreter.

January 2007 OCFS-CHILD-C16S (Version 8) PID261 CB