

Parents access to the Records Policy

All records, including those pertaining to children and staff are accessible to the HSC Trust's Registration and Inspection staff. The Registered Person able to advise parents at the time of admission and staff on commencement of their employment that this is the case. This requirement should be included in policies on Data Protection and Partnership with Parents.

Any records at "Little eco steps" about a child are made available to parents who are encouraged to sign and date them when they access them.