Child / young person requests permission from educational setting to attend an appointment within educational hours without parental knowledge / agreement

Ask child / young person details of appointment
Understand why they do not want parents / carers involved
Consider risk to young person / carer including safeguarding issues
Consider capacity and competency to make the decision to attend appointments
Liaise directly with person who appointment is with & try to plan safe attendance

Child / young person lacks capacity or competency to make decision &/ or agrees to parental involvement &/ or professional whom appointment is with can see them in educational setting &/or safeguarding / risks meet criteria for disclosure or

Appointment not authorised without parental consent & appropriate process followed to ensure needs are met with parental / carer involvement or other agency Child / young person deemed to have capacity or competency to make decision, does not agrees to parental involvement & professional whom appointment is with cannot see them in educational setting & confirms that the purpose of the appointment is important during educational time

Appointment Authorised Without Parental Consent

Ensure that all decision making and liaison is recorded & agreed by senior person. Ensure that travel arrangements & safety are considered & check out the young person / child has attended & is safe and well. Consider any other follow up appointments fully with person who is providing appointments

Record all decision making in child / young person record. Liaise with senior staff & other professionals i.e. person with whom they have appointment. Consider safeguarding & risks to child / young person. Seek legal advice or quidance if uncertain.