



Collection Notice: Child Protection

The Department of Communities (Communities) collects and uses your personal information to promote the safety and wellbeing of children and families and provide services in accordance with our functions under the *Children and Community Services Act 2004* (WA).

What personal information we may collect.

We are required to collect personal information under the *Children and Community Services Act 2004*, this includes:

- identity for example, name, date of birth, phone number and current residential address), citizenship or residency status
- cultural information, including Aboriginal and Torres Strait Islander status
- health information (for example, disability and support needs, family history and any additional or complex care needs)
- education and employment details
- financial information (for example, bank account details to provide financial payments)
- criminal history and screening checks to assess carer eligibility
- details of any support services received
- housing and accommodation details, including occupant details.

When can you remain anonymous?

Individuals may choose to remain anonymous when making a general enquiry or raising concerns about a child.

Our child protection functions require the collection of personal information. If the requested information is not received this will limit our ability to provide child safety and wellbeing services and impact our ability to assess eligibility for financial and other supports.

The [Children and Community Services Act 2004 \(WA\)](#) generally protects the identity of persons raising concerns about a child.

How do we use your personal information?

We collect personal information to perform our functions under the *Children and Community Services Act 2004*. We are required to collect some of this information under that Act. The following personal information may be used including:

- assess and respond to concerns about a child's safety and wellbeing
- provide social services for the wellbeing of children, families, other individuals and communities
- provide support and services to children in care
- assess carer eligibility and household safety to meet our duty of care

- facilitate payments and financial support
- arrange referrals and care arrangements.

We may also use this information to:

- enable Communities to provide other related services
- conduct analyses to monitor and improve service delivery
- prepare ministerial reports, briefings, or advice provided to Minister for relevant portfolio as per our statutory functions and ministerial accountability obligations under the *Public Sector Management Act 1994 (WA)*
- support internal audit activities and external audit functions under the *Auditor General Act 2006 (WA)*
- notify Ombudsman WA of investigations, complaints, or reviews of administrative action under the *Parliamentary Commissioner Act 1971 (WA)*.

Who do we share information with?

In performing our functions under the [Children and Community Services Act 2004 \(WA\)](#) Section 23 enables Communities to disclose or share relevant information which may include, but not limited to, the provision of information to:

- other Western Australian Government agencies, such as the West Australian Police Force, Department of Education, Department of Health and Department of Justice.
- Children's Court or Family Court and Coroners court
- Aboriginal Community Controlled Organisations and Community Sector Organisations.

Additionally, we may share information:

- to other State and Commonwealth Government agencies, and oversight bodies or regulators where authorised or required by law
- with organisations engaged to deliver programs or services on our behalf
- to other organisations, where permitted by law, or where you have given us your consent.

How do you access or correct your information?

Under the *Freedom of Information Act 1992*, you have the right to access personal information held by government agencies. Sometimes we might have to keep certain things private if showing them to you could hurt someone else. You can also ask us to correct information you believe is inaccurate, incomplete, outdated, or misleading. Details on how to submit a request can be found on our [Freedom of Information](#) page.

Where can you find further information?

For further information about how we manage personal information, please refer to the Communities [Privacy Policy](#) or contact our Privacy Officer at privacy@communities.wa.gov.au.