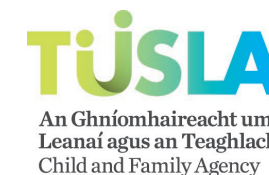


Data Protection Notice

Child Protection and Welfare

This notice was last reviewed in November 2025.



Parents and guardians have the primary responsibility for the care and protection of their children. However, at times they may need support and assistance from the State in carrying out their responsibilities as a parent. In Ireland, the provision of child protection and welfare services are overseen by the Child and Family Agency (Tusla). Tusla is a dedicated state agency responsible for ensuring the safety and well-being of children through various services and interventions which are guided by legislation, national policies and international conventions. In delivering these services, Tusla works closely with other statutory agencies including the Health Service Executive (HSE) and An Garda Síochána (AGS). This multidisciplinary approach ensures that children receive coordinated and timely services whilst maintaining standards of confidentiality, transparency and data protection. All personal data collected during this process is managed and maintained on the Tusla Case Management System (TCM). The child protection and welfare process are summarised below, describing the purpose, types of personal data, and whom the information may be shared.

Process Name	Personal Data	Purpose*	May be shared/exchanged with
Referral and Intake	• Identification belonging to the child including name, gender, date of birth, age and PPSN number • Identification information of the child's parents • Identification information of the reporter • Identification information of the person allegedly causing harm to the child • Location information of the child and parents including address • Education information • Family, lifestyle and social circumstances information • Health and welfare information • Special category information of the child and their parents including ethnicity and religion	A referral is made by anyone acting in the best interest of the child through a variety of methods including in person, written reports, via phone or via the Tusla portal. Referrals are usually made by members of the public or a mandated person. Tusla is obliged to treat seriously, all child welfare and child protection concerns, and consider carefully and fairly, the nature of the information reported. A balance needs to be struck between protecting the child and avoiding unnecessary and distressing intervention. The response must consider the protection and welfare of the child. The referral process is activated when a party (or parties) make contact with Tusla Social Work Departments to request a service. Once received by Tusla, the referral undergoes an initial screening. The outcome of the screening establishes if a preliminary enquiry is required.	• Relevant professional service providers • Relevant family members/carers • Teachers • Relevant individuals from the medical field • Relevant members of the community • An Garda Síochána (AGS) • Health Information and Quality Authority (HIQA) (for inspection purposes) • State Claims Agency • National Review Panel (NRP) • Coroner's Office • Health and Safety Authority • Relevant government departments • Ombudsman for Children

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Reports suggesting immediate risk will be responded to immediately.

A preliminary enquiry is performed to determine if the referral meets the threshold of harm for child protection and welfare social work services. This includes liaison with other organisations and agencies involved with the child.

The purpose of the preliminary enquiry is to understand the child's history and identify unmet needs and determine if there is a risk of harm to the child.

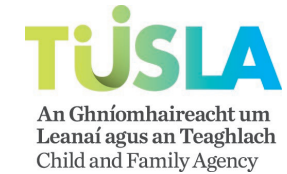
An Intake Record is completed when there are reasonable grounds for concern for a child, or where there is suspected harm to a child and further investigation is required. The information gathered from the preliminary enquiry is documented on the Intake Record. The purpose of the Intake Record is to gather relevant information from the child's network. A child's network includes parents, family members and others that have a legitimate involvement with the child, and representatives from other agencies and organisations. This is used to analyse the case and assist with decision making.

Assessment	• Identification information belonging to the child including name, gender, data of birth age and PPSN number • Identification information belonging to the child's network including name, contact number, address, date of birth, marital status and gender	An assessment involves the gathering and structured analysis of available information to inform evidence-based decision-making. The assessment process is ongoing, and the following assessments are performed:	• Relevant professional service providers • Relevant family members/carers • Teachers • Relevant individuals from the medical field
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	- Physical characteristics - Location information including address - Education information - Family, lifestyle and social circumstances information - Health, welfare and medical information - Special category information including ethnicity and religion	- An initial assessment is carried out following the receipt of a referral by Tusla. The purpose of the initial assessment is to determine whether there has been harm, if there is potential for future danger to the child/children, and if there is any existing safety present to address this harm. It includes a review of existing information and sometimes meeting. The outcomes from the assessment are as follows: - Child Protection Conference Safety Planning - Safety Planning - Family Welfare Conference - Admission to Care - Closure - Specialist assessment may be undertaken by an allied service –e.g. addiction services, child psychology or adult mental health and occur over the course of the Tusla intervention with the child and their family.	- Relevant members of the community - AGS - Courts - Guardian ad litem - HIQA - State Claims Agency - NRP - Coroner's Office - Health and Safety Authority - Relevant government departments - Daughters of Charity - Barnados - Fostering agencies
Safety Planning	- Identification name belonging to the child including name, gender, data of birth age and PPSN number - Identification information belonging to the child's network including name - Physical characteristics - Location information including address - Audio voice recording (in exceptional circumstances when social worker personal alarm is activated) - Education information - Family, lifestyle and social circumstances information	Safety planning is a structured process based on the assessment of harm, and the creation of clear Danger Statements, and Safety Goals. The purpose of safety planning is for the family and their network to demonstrate to Tusla, that over time, they can keep the child safe in relation to the identified harm, and danger. As part of safety planning, the following documents are used to manage the overall process:	- Relevant professional service providers - Relevant family members/carers - Safety network of the child - Teachers - Relevant individuals from the medical field - Relevant members of the community - AGS - Courts - Guardian ad litem

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- Health, welfare and medical information
- Special category information including ethnicity and religion
- In limited and exceptional circumstances, processing of DNA results may be linked to a safety plan intervention.

Safety planning form

- The process used to collect information relating to the harm as well as the measures taken to ensure the child's safety. It is continuously updated throughout the intervention. The following documents are found within the safety planning form:
- Danger statement is a statement of harm. It sets out the adult's behaviour, the type of harm, the impact of the harm on the child, and what's likely to occur for the child in the future. It is shared with parent/safety network on a need-to-know basis. A child friendly version is shared with the child.
- Safety goals provide a suitable solution for the child for the family and network to fulfil.
- Safety scale measures the movement from danger to safety. It evaluates the progress or lack of progress that is made.
- Network involvement refers to safety circle around the child i.e. the network of people working with the child every day.
- Bottom lines are rules or statements made by Tusla which the family must adhere to.
- Words and pictures are an age-appropriate explanation for the child when describing the concern.

Safety Plan

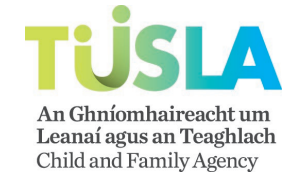
Safety Plan is a specific set of rules and arrangements that describing the family's everyday routine. It illustrates the manner in which the child will be kept safe, even if the danger is present. The safety plan is

- HIQA
- State Claims Agency
- NRP
- Coroner's Office
- Health and Safety Authority
- Relevant government departments

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		developed by Social Worker together with the child's network. The safety plan includes the danger statement and the safety goal. It will be shared with the child and their network.	
AGS Engagement	• Identification information including name, age, date of birth and gender • Location information including address • Contact information including contact number and email address • Personal data contained within the document used as proof of identification • Special category information including ethnicity • Family, lifestyle and social circumstances information • Health, welfare and medical information	Vetting Under Section 19(1) and (2) of the National Vetting Bureau (Children and Vulnerable Persons) Act 2012, Tusla will notify AGS of specified information by submitting a NVB4, where they have a bona fide concern that that a person may harm, cause a child to be harmed, or attempt to harm a child. Child Sexual Exploitation The Criminal Law (Sexual Offences) Act 2017 addresses sexual exploitation of children and targets those who engage in this criminal activity. Child sexual exploitation cases that come to the attention of Tusla are complex cases that require careful management and effective interagency working between the AGS and Tusla. Child trafficking – new process to be implemented in 2025	• AGS- National Vetting Bureau
Meetings	• Identification name belonging to the child including name, gender, data of birth age and PPSN number • Identification information belonging to Tusla and the AGS including name • Physical characteristics • Location information including address • Education information	Strategy The purpose of a strategy meeting is to facilitate the sharing and evaluation of information between professionals and to prepare a plan of action for the protection of a child and their siblings if necessary. A strategy meeting involves AGS and Tusla and is held per child/family.	• AGS • Relevant professional service providers • Relevant family members/carers • Safety network of the child

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- Family, lifestyle and social circumstances information
- Health, welfare and medical information
- Special category information including ethnicity and religion

Children First Liaison Meeting

This is an interagency meeting held between Tusla and AGS every four to six weeks. The purpose of this meeting is to discuss ongoing cases and to ensure that interagency liaison is maintained.

Family Support Network Meeting

This meeting is held with the child's network and is used to review current progress and to read out the danger statement, safety goal and safety scale.

Professionals Meeting

This meeting is held with the professional network, and the danger statement and safety goals are reviewed.

Child Protection Conference (CPC)

- Identification information including name, gender and date of birth
- Location information including address
- Contact information
- Family, lifestyle and social circumstances information relating to child protection and welfare
- Health and welfare information
- Special category information including race, ethnicity, religion and sexual orientation

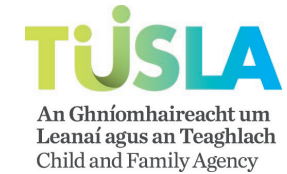
A CPC is an interdisciplinary meeting which aims to facilitate the sharing and evaluation of information between professionals and parents/carers. It provides rigorous oversight and quality assurance for the creation, implementation and monitoring of effective Child Protection Safety plans for children experiencing ongoing risk of significant harm. Information leaflets on CPCs are available in different languages from the [Tusla website](#).

- Relevant professional service providers
- Relevant family members/carers
- Teachers
- Relevant individuals in the medical field
- Relevant members of the community
- AGS
- Courts
- Guardian ad litem
- HIQA
- State Claims Agency
- NRP
- Coroner's Office
- Health and Safety Authority
- Relevant government departments

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Child Protection Notification System (CPNS) Register	• Identification information belonging to the child including name date of birth and gender • Identification information belonging to the parents • Location information of child and parent including address • Personal data of the social worker including name and contact details • Special category data including ethnicity	The CPNS, hosted on a secure database, is a national record of all children who have reached the threshold of being at ongoing risk of significant harm and for whom there is an ongoing child protection concern. Access to the CPNS is strictly confined to Tusla social workers, members of the AGS, out-of-hours general practitioners and hospital medical, social work or nursing staff. Under certain circumstances, where a child at risk of abuse, is going on holiday or moving abroad, personal data may be shared with international agencies. When it is decided that a child is no longer at on-going risk of harm, the child's record will be changed from 'active' to 'inactive'. On their 18th birthday, the child's record will be deleted from the CPNS.	• AGS • Emergency services (HSE hospitals and on call doctor services) • International agencies (where relevant)
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*Purpose and Legal Basis

Our purpose for processing personal data is to provide child protection and welfare services to young people. We rely on the following legal basis for processing personal data:

- Necessary for compliance with a legal obligation to which Tusla are subject, most notably the Child Care Act 1991, Children First Act 2015, Children (Family Welfare Conference) Regulations 2004, the Children and Vulnerable Persons Acts 2012 to 2016, Policing, Security and Community Safety Act 2024, and the Criminal Law (Sexual Offences) Act 2017.
- Necessary for the performance of tasks carried out in the public interest or in the exercise of official authority.

The legal basis for processing special category data is for the provision and management of social care systems and services.

Data Protection Rights

All individuals have legal rights in relation to their personal data. For further data protection information or to exercise these data rights please see the main [Tusla Data Protection Notice](#)