**Norfolk Safeguarding Children Partnership**

**Retention and Destruction Schedule for Information (including personal information) held by the NSCP**

The Norfolk Safeguarding Children Partnership (NSCP) will retain the following information for the periods set out below. At the end of the periods the information will be destroyed by the NSCPin a secure and confidential manner

1. Local and national serious child safeguarding practice review

There is no specific legislative retention period for this information.

The retention periods shall be:

* Records provided by Partner organisations and all records produced by the NSCP for a serious case review investigation:
	+ Either until the 25th anniversary of the child's birth,
	or if the child dies before age 18, for 6 years from the date of death.
* Report produced by the Independent Lead Reviewer:
	+ 50 years

2. Child death reviews and documents created for the Child Death Overview Panel

There is no specific legislative retention period for this information.

The retention periods shall be 8 years after the date of the review of the child's death unless the child's illness or death could be relevant to an adult condition or have genetic implications for the family. In this case the advice of clinicians should be sought as to whether to retain the records for a longer period.

3. Multi- agency audits – information provided by Partner organisations for the purposes of

 any NSCP multi-agency audit

There is no specific legislative retention period for this information.

The retention period is 12 months from the production of anonymised report to the Partners by the audit team