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Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board

Cadeirydd/Chair: **Emma Woollett**
Prif Weithredwr/Chief Executive: **Mark Hackett**

gofalu am ein gilydd, cydweithio, gwella bob amser
caring for each other, working together, always improving

Rydym yn croesawu gohebiaeth yn y Gymraeg ac yn y Saesneg. We welcome correspondence in Welsh or English.

Dyddiad/Date: 25th August 2021
Ein Cyf / Our Ref: 21-G-012

01639 648363

FOIA.Requests@wales.nhs.uk

[Redacted]
[Redacted]

Corporate Services
Headquarters
1 Talbot Gateway
Baglan
Port Talbot, SA12 7BR

[Redacted]

I refer to your Freedom of Information Act Request acknowledged by ourselves on 19th July 2021. Your request sought information relating to children's services.

Could you provide me a copy of the following policy and procedures:

- 1. The Ask and Act policy the Health Board asks its staff to follow.**
Please find attached the Swansea Bay Ask and Act Policy.
- 2. The COVID policy for attending appointments within the Health Board.**
The Health Board will be following national guidance set by the Welsh Government. However please find attach a copies of letters sent with appointment letters regarding regulations in relation to COVID-19.
- 3. The policy that allows exemption to the appointments that allows parent carers and vulnerable people to attend the appointments. You clarified on the 28th July 2021, that you were aware, that there is a policy for one parent at an appointment, however there may also be a separate policy that allows 2 parents to attend appointments if one parent is disabled and their partner is their carer.**
The Health Board does not have a specific policy in relation to this. This would be carried out on a case by case basis and a risk assessment conducted by the manager of the OPD.
- 4. The providing of a chaperone during an examination. You clarified on the 28th July 2021, that this is in relation to a child's appointment.**
Please find attached the Swansea Bay Health Board policy for chaperoning



Pencadlys BIP Bae Abertawe, Un Porthfa Talbot, Port Talbot, SA12 7BR / Swansea Bay UHB Headquarters, One Talbot Gateway, Port Talbot, SA12 7BR

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Swansea Bay University Health Board is the operational name of Swansea Bay University Local Health Board

children/young people for your information.

**5. The policy that states a male parent can't be in appointments with female children or female parents can't attend appointments with male children
If discussing sensitive issues with a child who is of a too young age to understand.**

This would be covered within the Ask and Act policy – see question 1.

I hope this information is helpful. If you require anything further please contact us at FOIA.Requests@wales.nhs.uk.

Under the terms of the Health Board's Freedom of Information policy, individuals seeking access to recorded information held by the Health Board are entitled to request internal review of the handling of their requests. If you would like to complain about the Health Board's handling of your request please contact me directly at the address below or register your complaint via FOIA.Requests@wales.nhs.uk.

If after Internal Review you remain dissatisfied you are also entitled to refer the matter to the information commissioner at the Information Commissioner's Office (Wales), 2nd Floor, Churchill House, Churchill Way, Cardiff, CF10 2HH. Telephone Number: 029 2067 8400.

Yours sincerely



Pam Wenger
Director of Corporate Governance

