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2nd September 2026

[REDACTED]

Dear Sir/Madam

Freedom of Information Act (FOI) 2000 - Request for Information Reference: NHS
chaperone policies, training and reporting

I am writing in response to your request for information under the FOI 2000.

I can confirm, in accordance with section 1(1) of the Freedom of Information Act 2000, that the Trust holds some of the information requested. A response to each part of your request is provided below.

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FOI Request / Question	Question Response	Is there an exemption?	Exemption	Exemption Details
1. Current chaperone policy or policies relating the use of formal and informal chaperones. a) Associated procedures & guidelines including: i. Guidance on how the offer, acceptance, or refusal of a chaperone must be recorded in patient notes. ii. Guidance on how the sex of the chaperone is recorded. b) If your policy/procedures/guidelines have been withdrawn, please provide: i. the most recent version. ii. the date it was placed under review or withdrawn. iii. the communications with staff when it was put under review or withdrawn. iv. the timetable for development and approval of any replacement policy v. details of internal and external consultation lists.		Yes	Section 22 - Information intended for future publication	Section 22 provides an exemption for information that is intended to be published in the future. This information will be available in September here: https://www.sfh-tr.nhs.uk/about-us/regulatory-information/clinical-policies/.

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c) If not included in the policy/procedures/guidelines, please also disclose: i. training and competency standards for staff acting as formal chaperones. ii. training description and provision for chaperones (eg online, in person, what organisations delivers the training and outline). d) Audit reports, quality assurance reviews, compliance monitoring, and management and/or board reports relating to chaperoning 2024 to date. e) Related equality impact assessments (EIAs) if separate				
2. Datix reports: a) Number of Datix reports raised related to chaperoning in 2024, 2025 and 2026 Jan & Feb, by sex of patient and chaperone & definition of sex field in Datix. b) If you record this data by gender, please disclose the Number of Datix reports raised related to chaperoning in 2024, 2025 and 2026 Jan & Feb, by	Information not held. The Trust's Datix system does not include a specific category or structured field for chaperoning incidents. Consequently, the Trust does not hold report totals broken down by the sex or gender of the patient or chaperone, and no relevant definition of a sex or			

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Patient Experience Team
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Trust Chair Rukshana Kapasi OBE
Chief Executive Jon Melbourne

gender of patient and chaperone and definition of gender field in Datix.	gender field is held for this purpose. A keyword search would not produce reliable recorded information because incident descriptions are entered as free text and the relevance of any results would require subjective assessment.			
3. Concerns: a) Number of concerns raised by chaperones, if not recorded via Datix, in 2024, 2025 and 2026 Jan & Feb, by sex of patient and chaperone & definition of sex field. • If you record this data by gender, please disclose the number of concerns raised by chaperones in 2024, 2025 and 2026 Jan & Feb, by gender of patient and chaperone and definition of gender field. 4. Complaints: a) Number of complaints raised related to chaperoning in 2024, 2025 and 2026 Jan & Feb, by sex of patient and chaperone & definition of sex field in your complaints	Information not held. The Trust does not record concerns raised by chaperones, chaperoning-related complaints, or Freedom to Speak Up reports in a structured category that enables the requested annual totals or breakdowns by sex or gender to be extracted. The Trust therefore does not hold the requested figures or associated definitions of sex or gender fields.			

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system. • If you record this data by gender, please disclose the number of complaints raised related to chaperoning in 2024, 2025 and 2026 Jan & Feb, by gender of patient and chaperone and definition of gender field in your complaints system. b) Number of Freedom to Speak Up reports related to chaperones in 2024, 2025 and 2026 Jan & Feb by sex of the reporter. • If you record this data by gender, please disclose the number of cFTSU reports related to chaperoning in 2024, 2025 and 2026 Jan & Feb, by gender of the reporter.				
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I trust this information answers your request. Should you have any further enquiries or queries about this response please do not hesitate to contact me. However, if you are unhappy with the way in which your request has been handled, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Sally Brook Shanahan, Director of Corporate Affairs, King's Mill Hospital, Mansfield Road, Sutton in Ashfield, Nottinghamshire, NG17 4JL or email sally.brookshanahan@nhs.net.

If you are dissatisfied with the outcome of the internal review, you can apply to the Information Commissioner's Office, who will consider whether we have complied with our obligations under the Act and can require us to remedy any problems. Generally, the Information Commissioner's Office cannot decide unless you have exhausted the internal review procedure. You can find out more about how to do this, and about the Act in general, on the Information Commissioner's Office website at: <https://ico.org.uk/your-data-matters/official-information/>.

Complaints to the Information Commissioner's Office should be sent to FOI/EIR Complaints Resolution, Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Telephone 0303 1231113, email casework@ico.org.uk.

If you would like this letter or information in an alternative format, for example large print or easy read, or if you need help with communicating with us, for example because you use British Sign Language, please let us know. You can call us on 01623 672232 or email sfh-tr.foi.requests@nhs.net.

Yours faithfully

Information Governance Team

All information we have provided is subject to the provisions of the Re-use of Public Sector Information Regulations 2015. Accordingly, if the information has been made available for re-use under the [Open Government Licence](#) (OGL) a request to re-use is not required, but the licence conditions must be met. You must not re-use any previously unreleased information without having the consent from Sherwood Forest Hospitals NHS Foundation Trust. Should you wish to re-use previously unreleased information then you must make your request in writing. All requests for re-use will be responded to within 20 working days of receipt.