

Policy

Confidentiality



ADOPTED BY THE GOVERNING BODY

AUTUMN 2017

Rossmere Primary School Confidentiality Policy

At Rossmere we aim to provide an environment where pupils feel cared for and able to share concerns and problems with teaching staff and health care professionals.

Limits of confidentiality

If a member of staff, (teaching or non-teaching), suspects there to be Child Protection issues involving a child or is faced with a disclosure then s/he has a duty to pass this information on to the designated Child Protection member of staff, and use the procedures set out in the Child Protection policy. Staff need to make pupils aware they can not legally give complete confidentiality. This is especially important when teaching PSHEe & C. This can be tackled by revisiting ground rules at the beginning of each session.

If a young person discloses information relating to misuse of drugs by themselves, or by people they know, then absolute confidentiality cannot be guaranteed. Pupils should be reminded of this when appropriate. Similarly, teachers should be aware that they couldn't offer confidentiality in discussions in lessons. Any disclosure by pupils of information relating to misuse of drugs should be reported to the Head Teacher. (See Drugs Education Policy)

Health Care Professionals

Health care professionals can maintain confidentiality except in circumstances where they have Child Protection concerns.

Visitors

Visitors e.g. members of the community, parent helpers and outside agencies should be made aware of the limits of confidentiality.

Named Person

The named person at Rossmere Primary School is Mrs C Reed, the Head Teacher. All staff are trained in Child Protection. Incidents or cause for concern are initially raised with Mrs D Anderson (Deputy Head Teacher) or Mrs L Banks (PSA). This includes provision for Looked After Children.

Review Arrangements

As part of the two year rolling programme this policy will be reviewed in **Autumn 2019**.

Reviewed by Mrs C Reed - Headteacher