

St Werburgh's Primary School

Confidentiality Policy



Rationale

This policy is an appendix to the Sex and Relationship policy. Its purpose is to make sure that pupils and parents/carers are aware of the schools' policy for confidentiality and will give guidance on situations in which confidentiality cannot be guaranteed. The policy will ensure good practice throughout the school, and set clear boundaries of the staffs' legal and professional roles and responsibilities. It is only in the most exceptional circumstances that schools should be in the position of having to handle information without parental knowledge. Where younger children are involved this will be grounds for serious concern and child protection issues should be addressed.

Aims

Children cannot learn effectively if they are concerned or frightened about being abused or being victims of violence in the home. They have a right to expect schools to provide a safe and secure environment. Any fear or worries they bring into the classroom should not go unnoticed by staff. Teachers need to be aware that effective sex and relationship education, which brings an understanding of what is and is not acceptable in a relationship, can lead to disclosure of a child protection issue.

If a teaching or non-teaching member of staff suspects a child is a victim of abuse or they have reason to believe that he/she is at risk of abuse, they should be aware of the procedures for reporting their concerns.

Recommendations of Circular 10/95 are that:

- All staff should be alert to signs of abuse and to know to whom they should report their concerns or suspicions;
- School has child protection policy which includes procedures to be followed if a member of staff is accused of abuse; and
- School has a senior member of staff with designated responsibility for child protection – Ms Helen Faulkner

Guidelines

Staff should make sure that they:

- Reassure pupils that their best interests will be maintained;
- Encourage pupils to talk to their parents or carers and give support to do so;
- Ensure that pupils know that teachers cannot offer unconditional confidentiality;
- Reassure pupils that, if confidentiality has to be broken, they will be informed first and then supported as appropriate;
- Make sure children are informed of sources of confidential help, for example the school nurse, GP, childline.
- Use ground rules in lessons.

Personal disclosures

Disclosures may take place at an inappropriate time. If this happens the member of staff should talk to the pupil before the end of the school day. If the disclosure is of a child protection issue then Ms Helen Faulkner should be informed and child protection procedures followed. If not, then follow the advice in this policy and share the information without disclosing the child's name with the PSHE Co-ordinator or the Headteacher (Helen Faulkner).

There may be rare occasions when a member of staff is directly approached by a primary age child who is sexually active or contemplating activity. This should be viewed as a child protection issue and dealt with in accordance with the procedures.

Members of staff are not legally bound to inform parents or the Headteacher of disclosure unless the Headteacher has specifically requested them to. Members of staff are however, required to inform the Headteacher/ Child Protection designated person if they suspect the incident/disclosure to be of a Child Protection issue.

St Werburgh's Primary School strives to ensure that the culture and ethos of the school are such that, whatever the heritage and origins of members of the school pupils should be provided with the opportunity to experience, understand and celebrate diversity. It is a Rights Respecting School and as such includes the UNCEF Rights of Child articles: 1, 19, 36, 37 and 39.

This policy is an appendix of the Relationship policy

Helen Faulkner – Headteacher