



**Redborne Upper School**

# **Student Confidentiality Policy**

This policy will be evaluated and reviewed every year by the Designated Safeguarding Lead (Luan Tink) and The Headteacher (Olly Button).

This policy is available on the school website, on request to parents and carers, the LA and Ofsted through the Head teacher.

Date approved by governors: September 2023

Date for review: July 2024

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## **School acknowledgement**

The governing body believes it is in the best interests of students to inform them of the school's policy on confidentiality. Absolute confidentiality cannot be guaranteed. Staff have a duty to protect young people from serious harm. If a member of staff hears or sees something that suggests a young person, or another person, is at risk of serious harm or of causing serious harm to others then they must refer it to a senior member of staff. The member of staff would talk with the young person first and try to get them to agree to a referral. Sharing information without the consent of the student is only recommended if it is in the young person's best interests to do so and there is a risk of harm to the young person or to others.

# **Student Confidentiality Policy**

## **1. Abuse/neglect**

1.1 Where a student makes a disclosure of abuse or neglect this cannot remain confidential.

1.2 Information will be passed to the designated safeguarding lead/deputy who will meet with the student and liaise with the appropriate agencies.

1.3 It is a legal requirement that all disclosures of abuse are passed on to the relevant agencies.

## **2. Drug Abuse**

2.1 Where a student is identified as using or supplying illegal drugs or alcohol on school premises the school will inform the student's parents or carers.

2.2 In the case of supplying illegal drugs the police will also be informed.

## **3. Contraception**

3.1 All young people, including those aged under 16, are entitled to confidential sexual health and contraceptive advice and treatment.

3.2 Details of local agencies providing contraceptive advice and treatment will be displayed in various locations around the school and shared with students in personal wellbeing lessons.

3.3 Where information is provided directly to a student this information will be confidential.

3.4 Terence Higgins Trust delivers a sexual health outreach service on school premises. They have also trained Redborne staff to offer sexual health services within the school.

3.5 Professional information and guidance will always be available from a health professional e.g. the school nurse, Terence Higgins Trust, GP.

3.6 Where a student is referred to a health professional the referral will be confidential.

## **4. Pregnancy**

4.1 As long as funding is available, free pregnancy tests will be available in school through the Pastoral Support Officers. The results of any test will remain confidential.

## **5. Sexually Transmitted Infections (STIs)**

5.1 Chlamydia tests are available from the DSL and DDSL in school. The results of the test will be confidential and will only be shared with the student.

## **6. Personal Information**

6.1 The school will not provide personal information about a student to other individuals. School staff are informed that personal information about a student and his/her family is confidential and should not be passed on to other people.

6.2 The school will provide personal information about a student to the police where this information will assist the police with their investigations e.g. a student's home address and telephone number.

6.3 The school will provide personal information to assist with careers guidance unless the parents or the student (where the student is over 16) indicates that they do not wish information to be shared.

6.4 Medical information about a student, such as allergies, are shared with appropriate individuals e.g. school staff, employers at a work placement, college staff (where the student attends college) to ensure the health and safety of the student.

6.5 Where a student has an accident on school premises or whilst on an educational visit details of the accident will be shared with the relevant medical staff, the LA and the Health and Safety Executive where appropriate.

## **7. Counselling Service**

7.1 The school's counselling service is confidential unless the student makes a disclosure of abuse, in which case details must be passed to the designated safeguarding lead/deputy. This is a legal requirement.