



**“Let your light shine brightly.”**

Matthew 5:16

## Confidentiality Statement

<b>Policy accepted by SLT on:</b>	<i>15/6/2020</i>
<b>Next review:</b>	<i>Summer 2023</i>
<b>Signed (Headteacher):</b>	<i>R. Kaye</i>
<b>Statutory policy:</b> <i>Yes/No</i> <b>On school website:</b> <i>Yes/No</i>	



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Headteacher: Rupert Kaye

## CONFIDENTIALITY STATEMENT

Christ Church C of E First School respects the right of every member of the community to privacy and confidentiality. This includes not discussing children and their families, volunteers, governors and staff on any online or mobile social media platforms, such as Facebook or Twitter.

- All information about young people and their families is confidential.
- Information about volunteers is also confidential.
- Information about children and their families, volunteers, governors and staff, should remain within the organisation.
- Information about service users is given on a “need to know” basis and with their knowledge.
- Information about work-related issues is confidential.
- If any breach of the above occurs, it could lead to disciplinary action.
- All staff mobile phones, camera phones and personal cameras are to be kept securely in their lockers and not taken into classrooms. (Permission may be given by the Headteacher or Deputy Head in exceptional circumstances.)

I have read the above statement and agree to abide by its terms.

I understand that if a breach occurs, disciplinary action may be taken.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_