



Gosfield School

Confidentiality of Students Policy

INTRODUCTION

Gosfield School seeks to put the child at the heart of the learning process and to provide a safe and secure learning environment. It seeks to implement the underlying principles of the Every Child Matters Agenda and to address the issues, which may arise about confidentiality.

Gosfield School is:

- committed to developing creative and positive ways for the child's voice to be heard whilst recognising the responsibility to use, hold and safeguard information received.
- mindful that it is placed in a position of trust by all stakeholders and there is a general expectation that a professional approach will be used in all matters of confidentiality.
- committed to working with a range of outside agencies and shares information on a professional basis. Striking an effective and professional balance between these two aims is crucial to the success of a confidentiality policy.

Child abuse is when someone under 18 is being harmed or is not being looked after properly. People who abuse children may look, and otherwise behave, as quite ordinary respectable people. This can make it difficult for children to be believed, or to find help. Every year in Britain, a large number of babies, young children and teenagers are abused, neglected or deliberately harmed. We have to make sure this is not happening to our students. We are all of us responsible for protecting children and young people from harm.

Abuse is never right. It is not your choice. The NSPCC says: *"Abuse is always wrong and it is never the young person's fault."*

WHAT IS CHILD ABUSE?

The NSPCC defines child abuse as:

Child abuse happens when someone harms a child. It can be physical, sexual or emotional, or involve neglect. Children who experience abuse may struggle to speak out, so it's vital that anyone working with children or young people is able to recognise the signs of abuse.

"A child may be experiencing abuse if they:

- *Are frequently dirty, hungry or inadequately dressed.*
- *Are left in unsafe situations, or without medical attention.*
- *Are constantly "put down," insulted, sworn at or humiliated.*
- *Seem afraid of parents or carers.*
- *Are severely bruised or injured.*

- *Displays sexual behaviour which doesn't seem appropriate for their age.*
- *Are growing up in a home where there is domestic violence.*
- *Are living with parents or carers involved in serious drug or alcohol abuse.*

Remember, this list does not cover every child abuse possibility. A supporting document can be found here:

<https://learning.nspcc.org.uk/media/1188/definitions-signs-child-abuse.pdf>

WHAT CAN YOU DO IF YOU ARE WORRIED?

Although it may be difficult, it is important to talk to somebody:

- If it happens to you, tell someone whom you trust, at once. You need help.
- If it happens to a friend, advise them to tell someone at once. They need help.

WHO CAN YOU TALK TO?

Mrs Gwynne is the School's Designated Safeguarding Lead. You can see her at any time if you are being abused or someone that you know is being abused. You should speak to her even if the abuse is taking place outside school. Mr Cooper, Mr Jackson and Mrs Bougeard are also DDSL's in the school.

Some people may prefer to speak to another member of staff. The important thing is that you talk to someone whom you trust, who will listen to you.

WANT TO TALK TO SOMEONE OUTSIDE?

- **In an emergency, call the police by telephoning 999.**
- ChildLine's a free confidential helpline for children and young people. You can call any time on 0800 11 11 or look at their website – www.childline.org.uk.
- The NSPCC can be telephoned on 0808 800 5000. They also have an online forum to contact an advisor – www.nspcc.org.uk.
- Kidscape is an organisation set up to give advice to children and families about staying safe. They can be contacted on 020 7730 3300 or online at <https://www.kidscape.org.uk/>
- The Samaritans can be called at any time on 116 123 or online at www.jo@samaritans.org

RECORD KEEPING

All records involving confidential disclosures are stored in the student's file. Any disclosures which may involve child protection issues are stored in a secure filing cabinet in the Safeguarding Office if they are paper based, all new incidents are registered on our MIS system MyConcern by the DSL. All teachers receive basic training in child protection as part of their induction to this school and are expected to follow the School's Safeguarding Policy and Child Protection procedures. They are informed of how to record a disclosure, and to whom to refer the information. The DSL will update the Safeguarding team and the Principal. Should this be necessary, relevant information will be passed to the Pastoral team for support or the Principal First Aider.

WHAT HAPPENS NEXT?

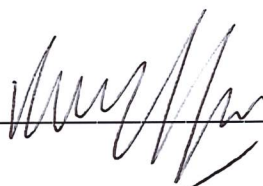
Whoever you talk to in school will take you seriously but won't ask too many questions. We have to be careful to get the right people, who are experienced in keeping children safe, to come and help you. We have to ask experts to advise you. We will work to keep you safe; but you may also need professional support from a specialist. You must never think you are creating a problem and you should not feel guilty, scared or ashamed - we are here to help. You may have concerns for a friend or family member and you can also talk to us about this and ask for help.

We promise to do all we can to ensure that the other parts of your life are not disrupted more than is necessary.

Please remember no teacher is allowed to keep this type of information to themselves. They have to pass it on so that help can be obtained. However, only those who need to know will be told. We will explain this at the time and tell you who has to be told and the reason. We will suggest that you talk to them yourself.

REMEMBER - nobody has the right to abuse children. It is very important that you tell someone.

Signed _____
Principal



Date _____

07/09/26

Date of next review – September 2027

