



Chew Stoke Out of School Club

Confidentiality

Staff have a right to privacy, as do children and their parents/carers. Personal details will not be discussed except in exceptional circumstances and information will only be shared if it benefits the child.

Staff will not talk about individual incidents or the behaviour of children in front of parents/carers and other children.

Under no circumstances should staff provide any information about children to any branch of the media. All media enquires should be passed in the first instance to the Manager.

Any discussions amongst staff concerning children will only be discussed within the setting.