



Peterborough SEND Partnership Service

(Special Educational Needs & Disabilities)

Confidentiality Policy

Information held by Peterborough SEND Partnership Service both paper and data records are confidential. They are held separately from the Local Authority and can only be accessed by SEND Partnership Service staff.

Information about parents, children and young people should not be passed from the Local Authority or the school or the SEND Partnership Service or to any other voluntary organisations or parent support groups unless parents or children/young people know and agree to this in advance.

If parents, children and young people do not want their details passed to anyone else their wishes should be respected. The only exception to confidentiality is in the regard to information which leads us to believe a child/young person is at risk or likely risk of harm, where we have a legal obligation to pass on concerns under the Safeguarding Policy.

All parents, children and young people who contact the SEND Partnership Service are asked if they give consent to the SEND Partnership Service contacting other professionals or agencies regarding their query. They may choose to speak anonymously or withhold consent and then no records will be kept. Any statistical data that is used to monitor and audit the service will be anonymised to protect client confidentiality.