

Statement of Confidentiality

Confidentiality is central and crucial to the work of The Learning Support Centre Ltd. Personal information about our clients, referral information, notes taken, progress logs, ILPs and any form of paperwork or information discussed is strictly confidential and will not be revealed to any third parties except in the special circumstances detailed below:

Exceptions to the rule of confidentiality occur when:

- the support worker / tutor or trainer has the client's written consent to disclose personal information;
- the support worker / tutor or trainer believes that the client or another person is in danger of serious harm;
- the support worker / tutor or trainer would be liable to civil or criminal court procedure if the information was not disclosed.

In these rare circumstances, the support worker / tutor or trainer will endeavour to discuss with the client the need to break confidentiality before doing so, if at all possible.

If a support worker is note-taking on a Forensic Computing, Nursing, Midwifery, SALT, Social Work or any other course where personal details are discussed they are privy to content that is strictly confidential. In signing this agreement you are stating that you will not only keep the course content confidential but will also not misuse any information learnt on the course.

by provided an electronic signature I agree to work within the remit of this confidentiality statement.