

Confidentiality Policy

It is a legal requirement for Jimmy Grimboll's to hold various information about the children who use the club and all the employees within the setting. This information is used to produce registers and to have emergency contact details readily available. All this information is stored securely in a locked cupboard.

The staff at the club may forge relationships with both the children and their families that use the club and therefore learn more about them.

All staff are aware that this information is confidential and is only to be used within the club setting. If any information regarding a child / children and / or their parents is needed to be shared, permission would be sought prior to the information being shared.

However, if there is a concern or an issue regarding the Safeguarding of Children, our Safeguarding Children Policy would take priority over confidentiality.