

## POLICY DOCUMENT Confidentiality Statement

## Confidentiality Statement

All the information you provide to the Cox & Salvesen Fellows and the rest of the Welfare Team is treated confidentially and with respect for your privacy <sup>1</sup>. This means that even within the Welfare Team,

explicit agreement, we will not discuss or share any confidential information about you outside the Welfare Team except in exceptional circumstances, examples of which are:

When there is a serious risk to you or others and medical practitioners might need to be informed

When it might be necessary that some limited information is shared beyond the Welfare Team for the College to fulfil its obligation to

example, in the case of impending serious academic or disciplinary proceedings the Senior Tutor or Dean will normally ask the Tutor for Welfare whether the student concerned is known to the Welfare Team. The student concerned will be informed and can decide whether more detailed information should be disclosed. The Welfare Team will also discuss with the student the possible consequences of not sharing information, if that is their wish, on the potential outcomes of academic or disciplinary proceedings. Where the Team considers that professional colleagues in the central University Counselling Service or Disability Advisory Service could offer more and specialised help. The Senior Welfare Team would only continue to share data with the University Student Welfare teams as long as needed.

Central University Services do not share information about individual students with the College Welfare Team unless students have given their

he College is also bound by its safeguarding policy if a student is under 18 see policy on the web site here <a href="https://www.new.ox.ac.uk/policies-statutes-accounts">https://www.new.ox.ac.uk/policies-statutes-accounts</a>