

Confidentiality 2005-2006

It is necessary to keep all information confidential concerning staff, children and parents of Our World. This includes past, present and future persons. Talking about these people is allowed within an Our World Class TEAM when the purpose is to benefit or improve a child's development, care and support.

It is acceptable to discuss parenting issues among the specific room's TEAM with the intent of formulating a beneficial plan. Children and families may not be discussed with other classrooms or outside Our World with friends, relatives or acquaintances. If one TEAM requests assistance from another TEAM concerning a child, initials are used to protect the child's identity from a negative reputation.

I have been informed that failure to be confidential concerning Our World for Children staff and families (including children and extended relatives) will be proper cause for termination. I have received Our World's positive ethical code and am aware of the importance of positive, rather than negative attitudes and conversation.

Name

Date