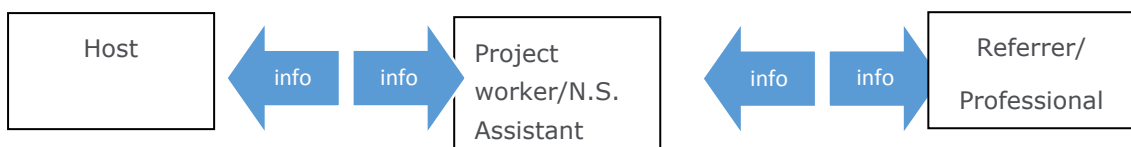


## Some Golden Rules for Confidentiality

- Ensure that you do not share personal or sensitive information about the person you are supporting with friends and neighbours.
- Think carefully about what you tell your own family. Children in particular may overhear something and have no understanding of confidentiality.
- When talking with other Hosts, be careful about how much you say about a Young Person you are supporting (they may know them or their family).
- Talk about your role as a Host in general terms; avoid disclosing information about a Young Person.
- Never be drawn into discussing one Young Person with another.

The Young Person may be testing you to see if they can trust you with private information. If you make it clear that you are not going to discuss the other person, they will be more able to trust you.

- If you meet a YMCA staff member, or a professional working with the Young Person in a public place (for instance, a shop), be careful about what you say and how you say it.
- You should only keep written information about a Young Person in the format you have been told about/given by the Project Worker.
- Check with the Project Worker or Nightstop Officer before sharing information with a Professional working with the Young Person.



**If a Young Person says “I’ve got something to tell you – you won’t tell anyone, will you?” - remind them that it all depends on what it is. Normally, you would not pass on information without their permission but if it affects their safety or the safety of another Young Person, you may have to. You can’t promise to keep a secret until you know what it is.**

