



Community Relations – Series 4000

Confidential Communications - 4020

The Board recognizes that school staff must exercise a delicate balance regarding the treatment of information that was revealed in confidence. In some circumstances, a staff member may, in his/her professional judgment, treat information received from a student as confidential while at other times decide to disclose what was learned to the school administration, law enforcement officers (including child protective services), the county health department, other staff members or the student's parents. The staff member should advise the student regarding the limitations and restrictions regarding confidentiality. The student should be encouraged to reveal confidences to his/her parents. If the staff member intends to disclose the confidence, the student should be informed promptly.

The following guidelines are established to assist staff members in making appropriate decisions regarding confidential information and/or communications:

- A. Information contained in the student's cumulative record folder is generally confidential. However, "directory information" is discloseable.
- B. While certain professionals may have a legal confidential relationship as in attorney-client communications, school staff members including counselors (except licensed clinical psychologists) do not possess a confidentiality privilege. A school psychologist does not enjoy this privilege.
- C. A staff member is required to reveal information given by a student when there is a reasonable likelihood that a crime has or will be committed, (e.g., child abuse, sale of drugs, suicidal ideation).
- D. A staff member shall exercise professional judgment regarding the sharing of student disclosed information when there is reasonable likelihood that the student's welfare may be endangered.
- E. A staff member is encouraged to assist the student by offering suggestions regarding the availability of community services to assist a student in dealing with personal matters, (e.g. substance abuse, mental illness, sexually-transmitted diseases, pregnancy). The staff member should encourage the student to discuss such matters with his/her parents. Staff members are encouraged to discuss problems of this nature with the school principal prior to making contact with others.

Cross References:

Board Policy 2140 Guidance and Counseling
Board Policy 2121 Drug and Alcohol Use/Abuse Program
Board Policy 3231 Student Records
Board Policy 4040 Public Access to District Records

Legal References:

RCW 26.44.030 Reports--Duty and authority to make
RCW 42.17.310(1)(a) Certain personal and other records exempt
WAC 246-100-071 Responsibility for reporting to and cooperating with the local health department
WAC 293-172-400 Student Records
20 U.S.C. sec 12329(a)(5)(b) FERPA (Family Education Rights Privacy Act)

Adopted: 10-26-2000