



## TIP SHEET #1

### Confidentiality in Daily Practice for Parents and Professionals



#### To protect the confidentiality of our students, please remember to:

- Hold conversations about *all* students where others are not present, and you are sure you cannot be overheard (behind closed doors).
- Resist "casual conversations" (which often start with the words, "Did you hear...") in the halls.
- A good rule of thumb to remember is, if you were the subject of this conversation, what would *you* want said about *you*?
- A final rule of thumb is: "Am I acting in the best interest of this student by having this conversation?"