

## **The Disability Support Team Confidentiality and Disclosure Statement**

The Disability Support Team (DST) is committed to delivering a professional support service for disabled students and students who have additional requirements. All those receiving support from the service have the right to confidentiality in order that their interests are protected as is the legal requirement.

All sensitive information shared between a student and the DST is held in confidence. An individual's paper & computer records held by DST are kept secure and then destroyed in line with the Data Protection Act and the University's Records Management guidelines.

The DST would not share any information about students or their support arrangements if contacted by parents or guardians, without prior written consent.

Where possible the service would always seek to discuss disclosure with the student before acting on any information provided.

However in exceptional circumstances the DST may be required to disclose without consent. These circumstances are rare & would only arise:

- When there is an immediate and serious threat to personal safety
- When there is an immediate and serious threat to the safety of others
- When there is a legal requirement to disclose that information
- If there are serious concerns about a student's mental well being
- Or, where professional fitness to practice may be compromised

If you have any questions regarding this information, please contact the [Disability Support Team](#).

You will also be asked to give consent to share when you complete the DSA1 form to apply for disabled students' allowances. You can find information about this on our [FAQs](#) page.