

Sample Confidentiality Policy for Students

Put on the wall outside or inside your classroom or office so students know what to expect. This template gives you a place to start and you can edit it per your state or county guidelines.

Template language:

[Name of School] counselors are available to talk with you about any issue you might be dealing with. All conversations are completely confidential unless we have concerns about safety—for example, if someone is threatening or harming you, if you express suicidal intentions, or if you are talking about harming yourself or another person. In such cases, you can trust that your information will be handled with the utmost discretion, and the goal will always be to ensure that you have the support you need to be safe and well.

Students can confidentially talk about feelings of sadness or anxiety, share personal information, and so on, without worrying that teachers, parents, guardians, colleges, or the like will be informed. If a student is having intense thoughts or feelings and is feeling hesitant about coming to talk with a counselor for fear that their information will not be held in confidence, we encourage you to come and share whatever you feel comfortable sharing. We most certainly want to support you and hope that you will grow to trust that talking about those deeper feelings can lead to the greater support that you deserve.

Thank you to Jennifer Hamilton, School Psychologist, Director of Psychology and Counseling at Noble and Greenough, Independent School, Dedham, Massachusetts for sharing this policy language.