

Confidentiality Policy

Volunteers will ensure confidentiality and privacy in regard to the history, records and discussion about the people we serve.

Volunteers will not discuss with or release any information regarding the children in the Shelter to anyone outside of The Children's Shelter, including, but not limited to, Child Protective Services, case workers, family members, police, social workers, teachers and doctors. This includes, but is not limited to, the name, physical description, family history, story of abuse, or medical problems of any child in the Shelter.

Volunteers may not photograph their activities with the children. No interviews, video-taped or otherwise, will be provided unless a member of the Development team has pre-approved it and is present for the entirety of the interview.

A volunteer's purpose is to provide love and care for the children while they are residing in our shelters. Volunteers do not come to the Shelter to "preview" children they would like to foster or adopt. Once the children leave the Shelter, volunteers will not attempt to follow the children's cases.

The majority of the children we serve are in under the legal guardianship of the State of Texas. Some of these children will return home to their parents or to relatives. These children are at the Shelter while their case is being investigated; they are not waiting to be adopted.

The very fact a child is served by The Children's Shelter must be kept confidential. This means that employees, consultants, volunteers, interns, etc. shall not disclose any information about a person, including the fact that the person is served by The Children's Shelter, to anyone outside The Children's Shelter unless authorized by the President\CEO or other authorized person.

If a volunteer releases any information regarding the children residing at The Children's Shelter, the volunteer's status will be terminated.

www.childrensshelter.org

"Providing safety and wellbeing to children and their families through leadership and innovation"
Vision: Happy Children, Nurturing Families, Strong Communities