

Confidentiality Policy
University of the Arts London Counselling and Health Advice Service

1. The Counselling and Health Advice we provide is confidential to the Service and information is kept securely in accordance with the [Data Protection Act 1998](#).
2. Information will not be disclosed to any person or any body outside the Counselling and Mental Health Team, unless:
 - a. The student gives consent to do so.
 - b. We are required to do so by law
 - c. It is considered that there is a serious risk of harm to the student or a third party if information is not disclosed
3. If there is a perceived need to disclose staff will make every effort to discuss this with the student in advance of disclosure.
4. The Urgent Appointment Team operates as part of the Counselling and Mental Health Team and operates to this code of confidentiality
5. Counsellors in the service operate to the [BACP Ethical Framework](#)

Please contact Marie Kan if you have any questions in relation to this policy:
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