



Freephone 0800 061 4905

## Confidentiality and Data protection Policy

At Children 1<sup>st</sup> Mediation we will keep your information confidential unless we are concerned about the safety and well-being of your child/ children, young person or a vulnerable adult. The other exception is in relation to financial irregularities such as money laundering.

In those circumstances the person working with you will have a duty to pass this on to the relevant department to deal with.

The confidentiality within the mediation process is protected by a legal privilege, which means the discussions contained within any mediation appointments with you and your ex-partner cannot be disclosed by the mediator. You will be required to sign an agreement to mediate before you start working with us to confirm that you understand this.

Your data will be held on our systems for the purposes of us working with you. For those cases funded by the Ministry of Justice Legal Aid scheme this information is required to be held for 6 years from the date of closure of your file.

Mabel Edge  
Director

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