



Key Players (Guidance Counsellor, School nurse, etc).

Everyone within the School has a role to play in ensuring that the School can “demonstrate compliance” with data protection laws. Set out below are some examples of the ways each person within the School community can help. These lists are by no means exhaustive; each School should consider how each of its key players can help uphold privacy, ensure ethical information governance, and respect data protection rights.

 Adhere to ethical standards required by their professional/regulatory/representative bodies (Institute of Guidance Counsellors, Nursing and Midwifery Board of Ireland etc) around confidentiality, record keeping, etc.

 Have a clear understanding of when and in what circumstances data should be shared (eg. child protection, child welfare, medical needs, etc) and with whom (DLP, TUSLA, An Garda Síochána, other medical practitioners etc).

 Take responsibility for keeping their sensitive data-sets safe and secure (encryption, pseudonymisation etc).

 Exercising good judgment and professionalism in note-taking.