

## Confidential Information

### **215.1 PURPOSE AND SCOPE**

Members of the Department shall treat as confidential the official business of the Department, and shall not impart the same to anyone except those for whom it is intended or as directed by their superiors. Members shall not make known to any person the contents of any order or directive, which they may receive, unless so required by the nature of the order.

### **215.2**

Members shall not deliver addresses at public gatherings containing confidential information concerning the Department nor shall they make any statements for publication or dissemination concerning the plans, policies, or affairs of the Department, unless authorized to do so.

### **215.3**

Departmental Members, when representing the Department, shall not make any statement criticizing any person, public/private agency, official, or any law enforcement agency.

### **215.4**

Information in any file, in or available to this Department, may be released or divulged on a need-to-know basis, only to persons or agencies having the proper authority.

### **215.5**

No person in possession of juvenile record information shall release to third parties the identity of any person subject to the proceedings of juvenile court law, or any other information about the person's involvement, without the express permission of the Presiding Judge of the Juvenile Court. WIC Section 827(a).

### **215.6**

A parent is entitled to a copy of a police report upon request to the police agency ONLY if that parent's child is the only juvenile involved, unless all juveniles are siblings. To furnish such information requires the requesting party to petition the Presiding Judge of the Juvenile Court for a court order allowing for the release of the names of other involved minors.