



HM Courts & Tribunals Service

Important notice

If you have asked the court to keep your confidential contact details, please read this notice.

The court will hold your confidential contact details securely and they will not be shared with any other party except Cafcass (Children and Family Court Advisory and Support Service) or Cafcass CYMRU unless it is by order of the court.

What you need to do.

You may be asked to send statements and other documents to the court and to the other parties. **It is essential that you remove any information which may reveal your location or other confidential information from these documents.**

Sometimes this may not be possible, for example when the Judge asks for a medical report or a letter from your child's school. In these circumstances, please submit a covering letter with the document making it clear that it contains confidential information which should not be shared.

If you have access to the digital portal, you will be given the opportunity to select whether any document you upload needs to be kept confidential or be restricted.

You will have received a notification from the court if you are able to use the digital portal.

If you decide at any stage of the case that it's no longer necessary for the court to keep your confidential contact details, please notify the court by updating your details on the portal or sending an email to the court.

Additional assistance

If you are worried about coming to court and require any additional assistance, please contact the court office.