

## **Volunteer Confidentiality Statement Bettendorf Community Schools**

As a valued volunteer for Bettendorf Community Schools, we appreciate your time and dedication to the students and staff of our community.

In an effort to protect the confidentiality of all students and staff, we ask that you sign and date this agreement, indicating your complete understanding of our confidentiality policy.

While you are working as a school volunteer, you may see or hear privileged information. This information is vital for day to day school operations, but is highly confidential. We ask that any information you may see or hear during the course of your volunteer time remain private. Please keep in mind that even unintentional mention of confidential information during conversations, inside or outside of school, is still a breach of confidentiality and doing so risks the privacy of a student, staff, and/or their family members.

By signing this agreement, you acknowledge that you have been made aware of the importance of confidentiality and agree to adhere to our policy regarding privileged information.

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VOLUNTEER SIGNATURE

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DATE

*I understand that in the course of my volunteer time with the Bettendorf Community School District, I may become aware of confidential information about specific students, staff, and/or their family members. I understand and agree that I will not disclose such confidential information except to school employees who have a need to know.*