



Plainfield Community School Corporation
985 Longfellow Lane
Plainfield, IN 46168
317-839-2578

PCSC Volunteer Confidentiality Agreement

Thank you for your willingness to volunteer your talents to help our students and our schools! We certainly appreciate your time and know that our schools are better because of people like you! Please take a moment to read and sign the following confidentiality agreement to help us protect all of our students.

Again, thank you for being a PCSC school volunteer!

I, _____, understand and agree that any and all information gained while assisting in a classroom or any other part of the school building in one or more of the PCSC schools must be held in confidence. This confidence applies not only to specific students with whom I may be involved, but to all other students who are part of the environment observed. Furthermore, any student names that may be learned as part of my work or seen as part of classroom displays or activities shall not be conveyed to any other individual at any time.

As part of volunteering with PCSC, I may be privy to certain sensitive and/or confidential information regarding the students and/or families served by PCSC. This includes, but is not limited to, any of the following: a) educational information related to students' academic performance or behavior; b) medical information; or c) other types of private or sensitive material. I understand the importance of confidentiality and respect the rights of the students, teachers, schools, and families that PCSC serves.

I agree to abide by all school rules and visitation policies, including those pertinent to building security (i.e. signing in and out and wearing a name badge) so that building personnel are aware of my presence.

I agree to comply with all the requests of the classroom teacher or other school employee with whom I am working and to perform my duties so that I do not disrupt the educational process of the students in the class or the school building. I understand that the classroom teacher's priority will be the instruction of students and my duties may not unduly disrupt that learning environment.

(Volunteer's Signature)

(Date)

(School Personnel's Signature)

(Date)