

**Darien Public Schools
Darien, Connecticut**

Confidentiality Agreement

I acknowledge that as an employee of the Darien Public Schools, I may have the opportunity to access or gain knowledge of confidential information. Confidential information may be made known to or learned by me via various sources including, but not limited to, electronic media, interoffice communications, internal publications, and verbal interactions. I further acknowledge that making this information known or available to others who do not have a legal right to that information may violate the Family Educational Rights and Privacy Act of 1974 (FERPA), other federal and state laws, and Darien Board of Education policies.

Therefore, I agree that I will not reveal, make known, or provide access to confidential information except to those having legal or otherwise permissible right to that information. Furthermore, I agree not to access confidential information for any reason other than the performance of my duties as an employee of the Darien Public Schools.

By signing this Confidentiality Agreement, I acknowledge that I have read and understand it and that I understand that my failure to comply with this agreement may subject me to discipline in accordance with Darien Public Schools' policies and may affect my future access to confidential information and/or Darien Public Schools computing, telephony and other information systems or databases.

Employee's Signature

Date

Print Name