



Rockford Area Schools Volunteer Agreement Statement of Confidentiality

Our school is a vital part of the community. Respecting one's privacy and confidentiality is very important. Students in the Rockford Area School District have the right to expect that information about them will be kept confidential by all employees, volunteers, student teachers, substitutes, and employees of independent contractors as per Policy 515 Protection and Privacy of Pupil Records. Additionally, the U.S. Congress has addressed the privacy-related concerns of educators, parents, and students by enacting the Family Educational Rights and Privacy Act (known more commonly as "FERPA").

- Each student with whom you work has the right to expect that nothing that happens to him or her will be repeated to anyone other than authorized school district employees, as designated by the administrators at each school. Even when discussing a student with those who are directly involved in a student's education, such as a teacher, principal, or guidance counselor, you may not share otherwise confidential information with them unless it is relevant to the student's educational growth, safety, or well-being.
- You may not share information regarding a student even with others who are genuinely interested in the student's welfare, such as social workers, scout leaders, clergy, or healthcare professionals. You must refer all such questions to the school district employees so authorized to do so, typically the student's teacher or building principal. The only exception is in the event of an urgent medical emergency, in which confidential information may be necessary for a student's medical care.
- Parents, friends, or community members may in good faith ask you questions about a particular student. Again, you must refer all such questions to an authorized school district employee. You may not share information about a student even with members of your own family or the student's family.

Volunteer Liability and Indemnification

A volunteer shall at all times indemnify and hold harmless the Rockford Area School District and its officers, agents and employees from any and all claims, damages and expenses arising out of injuries to persons or damage to property which resulted from any omissions or negligent acts of the volunteer.

I understand the expectations outlined above; including the requirements of a background check and confidentiality, and agree to abide by the guidelines set forth.

Signature

Printed Name

Date

Building/Program Administrators shall be responsible for ensuring that volunteers have undergone a background check and have executed the appropriate Volunteer Agreement/Statement of Confidentiality.

Building/Program Administrator

Printed Name

Date

Please return original signed copy to the Rockford Area Schools District Office.