



## Confidentiality, Ethics and Disclaimer Agreement for Volunteers

Envision Science Academy gladly welcomes volunteers in the school as they are paramount to our success. Duties may include volunteering in the classroom, cafeteria, carpool, and on field trips. Our volunteers are required to maintain the strictest confidence with any information gained through interactions with students and staff at ESA. Volunteers may become aware of new information related to school operations and/or information about specific students (which may include such information as a student's academic performance, behavior, health, disabilities and related matters). Volunteers must keep this information confidential and not disclose or discuss it, except with school employees who have a need to know. Please complete this form and return it to the front office prior to your first volunteering experience.

As a condition of your volunteer service at ESA, please acknowledge your understanding and acceptance of the following by initialing next to each statement:

\_\_\_\_\_ As a Volunteer, I will abide by the rules and regulations set forth in the ESA Parent and Student Handbook. I realize I must conduct myself in accordance with Campus Expectations policy. I will maintain a high standard of ethical behavior, similar to those expectations the ESA Staff upholds when working with student(s).

\_\_\_\_\_ I acknowledge that what I hear and observe while volunteering for ESA is confidential information. I am bound by Federal laws and policies that protect the privacy of student information. I agree to keep this information in the strictest of confidence and failure to do so may result in my being denied the opportunity to volunteer in the future.

\_\_\_\_\_ I understand that volunteering for ESA is a privilege and not a right. The school's Principal and/or Assistant Principal reserve the right to deny or remove any volunteer violating confidentiality and/or school policy.

\_\_\_\_\_ I hereby release and hold Envision Science Academy, its employees, and agents harmless from any and all claims and liability (other than negligence), which may arise out of or in connection with my participation in, and/or being driver for, any field trips.

By signing below, I acknowledge that I have read this form and agree to conduct myself in the best interest of Envision Science Academy.

Volunteer Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Volunteer Signature: \_\_\_\_\_