



# CONFIDENTIALITY AND ETHICS FOR STUDENT TEACHERS /SUBSTITUTES/CONTRACTORS/ INTERNS/VOLUNTEERS

The issues of confidentiality and ethics are extremely important when taking part in volunteering/student teaching in the St. Helens School District. Each volunteer/student teacher must make the commitment to keep information strictly confidential. **The following issues are not for public dissemination by word of mouth, social media, or any other avenue:**

- **Student names**
- **Discussions with staff regarding students and situations**
- **Statements made by an employee regarding students and information**
- **Medical information regarding students**

It is our obligation to protect the rights and preserve the self-respect of our students and to preserve the integrity of our organization, the St. Helens School District.

The only people authorized to provide information are the lead administrator(s). You may be pressured by co-workers or community members to share information, etc. You may not respond to these questions. If someone is insistent, refer that person to the administrator in charge.

Confidentiality is the obligation of the 3rd party entering the school.

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Signature of Volunteer/Student Teacher/Intern

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Date

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Print Name

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Building