

Confidentiality Form for Research Approval and Data Sharing

I hereby acknowledge and agree to the terms outlined in this Confidentiality Form for Research Approval and Data Sharing ("Agreement"). As a researcher, I understand the importance of protecting the privacy and confidentiality of data obtained from the Red Clay School Red Clay Consolidated School District for the purpose of conducting research.

1. Purpose of Data Sharing:

- a. I am seeking approval to access and collect data from the Red Clay Consolidated School District for research purposes as described in my research proposal.
- b. The purpose of this data sharing agreement is to establish guidelines for the protection, storage, and usage of the data.

2. Data Protection and Confidentiality:

- a. I will handle all data obtained from the Red Clay Consolidated School District with the utmost care and will ensure that appropriate safeguards are in place to protect the confidentiality and privacy of individuals involved.
- b. I will only access, use, and share the data for the purposes explicitly stated in the research proposal. Any other use or disclosure of the data will require prior written consent from the Red Clay Consolidated School District.
- c. I will adhere to all applicable federal, state, and local laws, regulations, and ethical guidelines regarding the collection, storage, use, and disclosure of personally identifiable information (PII) and protected health information (PHI).
- d. I will not attempt to identify individual participants or disclose any personally identifiable information in any publication or presentation resulting from this research, unless explicit permission is obtained from the Red Clay Consolidated School District.

3. Security Measures:

- a. I will take reasonable precautions to ensure the security of the data obtained from the Red Clay Consolidated School District. This includes implementing appropriate technical, physical, and administrative safeguards to prevent unauthorized access, loss, or misuse of the data.
- b. All data collected will be stored in a secure location, with access restricted only to authorized personnel involved in the research.

4. Security Measures:

- a. The ownership of the data provided by the Red Clay Consolidated School District remains with the Red Clay Consolidated School District.
- b. I agree not to share the data obtained from the Red Clay Consolidated School District with any third parties without the express written consent of the Red Clay Consolidated School District.

DORRELL GREEN, Ed.D.
Superintendent

COREY A. HEACOCK, Ed.D.
Manager of Teaching, Learning & Assessment

- c. Any sharing of data with other researchers will be done in accordance with applicable laws, regulations, and ethical guidelines, and will require the prior approval of the Red Clay Consolidated School District.

5. Data Retention and Destruction:

- a. I will retain the data obtained from the Red Clay Consolidated School District only for as long as necessary to complete the research project.
- b. At the conclusion of the research project, I will either return all data to the Red Clay Consolidated School District or securely destroy it, in accordance with the Red Clay Consolidated School District's policies and procedures.

6. Reporting Obligations:

- a. I will provide periodic progress reports to the Red Clay Consolidated School District, as requested, to keep them informed about the status of the research project.
- b. I will promptly notify the Red Clay Consolidated School District of any data breaches, security incidents, or unauthorized disclosures of data.

7. Indemnification:

I agree to indemnify and hold harmless the Red Clay Consolidated School District, its officers, employees, and agents from any claims, damages, or liabilities arising out of or related to my use, access, or disclosure of the data obtained from the Red Clay Consolidated School District.

8. Governing Law and Jurisdiction:

This Agreement shall be governed by and construed in accordance with state and federal laws, without regard to its conflict of law principles. Any disputes arising out of or in connection with this Agreement shall be submitted to the exclusive jurisdiction of the courts.

Signature: _____

Date: _____

Printed Full Name: _____

Title: _____

Organization Name: _____