

Volunteer Confidentiality Agreement

As a parent/community member volunteer assisting at Meiklejohn Elementary, you have been authorized by the Principal to act as a school official – subject to the direction and control of the Superintendent, school administration, and staff. As a school official, you may, under limited circumstances, have access to student education records in connection with your work with students and/or your duties.

Student education records include: files, documents, student papers, their grades and other materials that contain personally identifiable information related to a student.

By signing below you agree to maintain the confidentiality of all student education records and observable behaviors you may witness. This means that you agree not to disclose student education records or personally identifiable student information to any person other than school administration and/or the school staff with whom you are working.

Furthermore, you understand and agree that your failure to maintain the confidentiality of all student information and records to which you are provided access or observe may disqualify you from further service and deny you the opportunity to volunteer in Jefferson County Public Schools.

Name (please print)

Signature

Date