

THREE RIVERS CHARTER SCHOOL VOLUNTEER GUIDELINES 2002-2003

CONFIDENTIALITY STATEMENT

Confidentiality is the preservation of privileged information concerning the student, which is disclosed in a working relationship. Part of what you learn is necessary to provide services to the student; other information is shared within the development of a helping, trusting relationship. Therefore, most information gained about a student is confidential, and disclosure could make you legally liable, or could damage your relationship with the student and make it difficult to help the student.

All records regarding students must be treated as confidential.

Before you begin your assignment as a volunteer, you should be aware of laws and penalties of breaching confidentiality. Violation of the Oregon Revised Statutes regarding confidentiality of records is punishable upon conviction by a fine of not more than \$1,000 or by imprisonment in the county jail for not more than 60 days or both.

My signature below certifies that I have read and understand the material above. I understand my duty to abide by the laws and policies regarding the preservation of confidential information.

Signature _____ Date _____