



# St. Joseph School – Issaquah † Snoqualmie

## Confidentiality Pledge

### Archdiocesan Confidentiality Policy

Confidentiality is a serious matter; it is important to protect parish/school business, and the parish/school community. Volunteers and employees who handle confidential information are responsible for its security and should not discuss it with anyone other than their supervisor, principal, or pastor except as provided for by civil law or on a need-to- and right-to-know basis.

I do hereby pledge myself to hold in strict confidence all information, verbal or written, concerning students/families, present or former, which comes to me as a volunteer of this school.

I realize that the work of the school is confidential and that a failure on my part to recognize this may result in harm to those whom the school seeks to serve.

This pledge refers to specific personal information received while working with students and staff in the office or classroom, a discussion of which is clearly a violation of confidence.

**I acknowledge that I have read and agree to abide by the rules stated in the Volunteer Handbook.**

Volunteer Name \_\_\_\_\_  
(Please print)

Signature \_\_\_\_\_

Date \_\_\_\_\_