

Statement of Confidentiality

(This Statement should be read in conjunction with the Confidentiality Policy)

All members of staff, regular visitors and volunteers are required to sign the following statement relating to confidentiality.

I have read and understood the Confidentiality Policy and agree to adhere to this in my role at Burchetts Green C.E. Infant School, during my time at the school and after I have left.

I recognise that I am in a position whereby, at certain times, I may have access to information concerning individual pupils, staff and stakeholders.

I agree to only discuss information relating to Burchetts Green C.E. Infant School and its pupils, staff and stakeholders on a 'need to know' basis, as more particularly described in the Confidentiality Policy.

I agree not to post or share information online through any means, including all areas of social media, eg Facebook, Twitter, which relates to any pupil, member of staff or individual stakeholder or brings Burchetts Green C.E. Infant School into disrepute.

I agree to refer all requests for information by an outside agency or the media to the Headteacher.

Signed: Date:

Name (please print):

Role in School:

Signature of School Representative / Date:

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