



## CONFIDENTIALITY UNDERTAKING DECLARATION FOR VOLUNTEERS

The personal information on this form is collected, used, and disclosed in accordance with the *School Act*, Section 45 and the *Freedom of Information and Protection of Privacy Act*, Section 33 to determine the suitability of volunteers and to foster a safe and caring environment for students.

If you have any questions about the collection, use, and disclosure of personal information, please contact Elk Island Public Schools' FOIP Coordinator, 683 Wye Road, Sherwood Park, AB T8B 1N2 780-417-8204.

I \_\_\_\_\_ agree to act as a volunteer with Elk Island  
(Print Name)

Public Schools (EIPS) with the understanding that:

- I shall keep confidential all personal and confidential information which I may access to or become aware of in the course of my service;
- I shall not disclose any such information to any individual without authorization from EIPS;
- I shall not collect any personal information from individuals without being expressly authorized by EIPS in advance to do so;
- Any records created by me in the course of my volunteer duties are the property of EIPS;
- I shall relinquish to EIPS all control to any such records immediately upon completion of my service.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### CRIMINAL RECORD AND CHILD INTERVENTION RECORD DECLARATION

1. Are you currently charged with or have you ever been convicted of an offence under the *Criminal Code*, *Narcotic Control Act*, *Controlled Drugs and Substances Act*, *Food and Drug Act*, or *Firearms Act of Canada*, or the criminal laws of this or any other country? (Individuals who have been granted pardons are not required to respond "Yes" to this question.)

Yes \_\_\_\_\_ No \_\_\_\_\_

2. Have you ever been the subject of an investigation or order under the *Child Youth and Family Enhancement Act of Alberta* or equivalent legislation in any other province or country?

Yes \_\_\_\_\_ No \_\_\_\_\_

If the answer to either question is "Yes", Elk Island Public Schools will be unable to accept your volunteer application. You may appeal this decision in writing to the Associate Superintendent, Instructional Services. The result of this appeal is final.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date