



## CONFIDENTIALITY AGREEMENT

In accepting the duties and responsibilities of an employee with the Algonquin and Lakeshore Catholic District School Board, I agree to abide by the following terms of confidentiality.

In the course of the duties as an employee, I may become aware of personal and confidential information. Algonquin and Lakeshore Catholic District School Board depends on the maturity and loyalty of employees to keep private any such information.

All information that I may come to know regarding the Board, School, staff, students, and their families shall be kept completely confidential.

It is understood that any breach of this code of confidentiality will result in action by the Board, up to and including dismissal.

I understand and agree to the above terms:

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Name (Please Print)

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Signature

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Date