

## **Food Pantry, Soup Kitchen & Clothing Closet Volunteers Confidentiality Agreement**

**Names and information that you learn from the volunteer program and from your relationship with the recipients of goods and services during your volunteer efforts must be kept in confidence.**

- The individuals you will be working with deserve the respect and dignity of making them feel welcome and having their personal affairs kept confidential, just as you would like yours to be.
- As you spend time volunteering, a bond of trust develops and many personal feelings and experiences may be discussed. There may be strong feelings toward family members and the volunteer may be the only person available with whom to share these feelings. Maintaining that bond of trust is important in continuing an effective relationship. However, as a volunteer, you do have the responsibility to alert and discuss with your volunteer leader, any situation that endangers the health, safety or welfare of an individual.
- Please remember that you should not disclose any information to those not directly involved with the person - such as your family, friends, co-workers or others. Many recipients may be physically and emotionally vulnerable.
- A network of people and services enables them to remain in their own homes, but it often has a price: the loss of control over once-private matters. As a volunteer and a friend, you can help them maintain some control over their lives by respecting their right to privacy.

**I have reviewed this policy, understand it and agree to perform my volunteer responsibilities in compliance. I understand that I may be asked to resign my services if I do not observe the terms of this confidentiality agreement.**

\_\_\_\_\_  
(Signature of Student Volunteer)

\_\_\_\_\_  
(Phone#)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(Signature of Student Volunteer 's Parent)

\_\_\_\_\_  
(Phone #)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(Signature of Volunteer Leader)

\_\_\_\_\_  
(date)