

7 July 2018



Cornerstone
Christian College

Volunteers Agreement

As a volunteer at Cornerstone Christian College, it is important that child safe practices are adhered to, and that confidential information discovered in the course of your work is managed appropriately.

What is Confidential Information?

Confidential information is any information relating to the organisation or affairs of Cornerstone Christian College or our staff members, officers or parents/caregivers and students which is not public information. It includes all notes, reports and other records (whether in verbal or written form or held electronically), and any copies of any of that information.

Our Policy

Any confidential information that comes into your possession must be kept secure and confidential. It should not be discussed with, disclosed to or given to any person who is not authorised to receive that information.

What is our Child Safe Framework?

Cornerstone Christian College uses the *Creating Child Safe Institutions Framework*, which forbids the mistreatment of students (physical, sexual, emotional, psychological, neglect and domestic violence), and actively monitors to protect children from such abuse.

Breaches

If you disclose confidential information to an unauthorised person you may be subject to disciplinary action. In addition, if you fail to adhere to the College's Child Safe Framework, you will be immediately removed from the College premises, and thereafter may be subject to the consequences of your actions under law.

Agreement

I have read the above and agree to abide by the College's policies relating to volunteers as described.

Name and Signature

Date signed