



Confidential Agreement

Thai-Chinese International School

I, _____, am employed by the Thai-Chinese International School, will have access to student information in order to interpret and translate work related to students at the Thai-Chinese International School.

- I understand that I may not discuss or disclose any information related to any student to anyone outside of the TCIS staff.
- I further understand that I may learn personal information about a student and/or his or her family that is private.
- I understand that it is my duty and responsibility to preserve and protect this privacy and confidentiality.
- I understand that this duty will extend after I am no longer working in the school.
- I also understand that information relating to all staff employed at the Thai-Chinese International School is also privileged and must be kept confidential.

I hereby indicate that I understand and agree to maintain the privacy of the student(s)' and staff school-related and personal information. My signature below means that I have read, understand, and will follow the guidelines in this document.

Your Name.....

Your Signature.....

Date.....