



Confidentiality Undertaking

Glen Eira Kindergarten Association (GEKA) Inc Confidentiality Undertaking GEKA Volunteer PAG

Any parent/guardian of a child at a GEKA service can become a member of the Volunteer GEKA Parent Advisory Group (PAG). Your child must be enrolled and attending a GEKA service in the year/s you volunteer to take part. All GEKA Volunteer PAG members are required to sign the Confidentiality Undertaking before being able to assume a role as a serving volunteer.

As a member of the 2021 GEKA Volunteer PAG, you will **at all times** be required to maintain confidentiality with respect to information which you may hear, read, gather or discuss about the management of and operations of GEKA.

You must not reveal or use, for either your own benefit or anyone else's, confidential information, which you acquire as a GEKA Volunteer PAG Member. You acknowledge that your obligation to maintaining confidentiality shall survive past the term that you may serve as a member of the GEKA Volunteer PAG, and shall continue until such time as the confidential information becomes public knowledge other than by breach of this agreement.

Confidential Information relates to any information which is issued by GEKA to the Volunteer PAG and may include (but not be limited to) any information concerning GEKA, its families and/or staff, finances, transactions or general affairs. This may be in the form of emails, presentations, conversations, drawings, photographs, printed documents or any other information as per our Privacy and Confidentiality Policy.

Any breaches of confidentiality will be investigated by GEKA Management and will result in being withdrawn as a volunteer member.

I _____, parent/guardian of _____,
Full Name Child/ren's Name

at _____,
GEKA Kindergarten Service

will at all times act in the best interests of the GEKA Community (ie families, GEKA Kindergartens and Volunteer PAGs, local community groups, schools, associations, local government and councils, etc), abide by all relevant GEKA Policies, specifically the GEKA Code of Conduct Policy and Privacy and Confidentiality Policy.

Signature

Date