

Family and Child Studies Confidentiality Agreement Form

As a student in _____ (class: dept name/number/section), I understand that information I learn about the children, families and professionals that I am observing/interacting with is to be kept confidential. In addition, I understand that I should also keep confidential any information about children, families and professionals that is shared with me by the instructor, fellow students, or program staff. This means that I will keep all observations, documentations, conversations, information from child files, etc. gathered by me or others in my class confidential.

Appropriate places and people for me to share this information include:

- Within class discussions in this course (and related courses)
- In private locations while preparing for class with my classmates in this and other related courses
- With my instructor
- With the classroom teacher

Inappropriate places for me to share this information include, but are not limited to:

- The observation booth
- The library
- The hallways in the FCS building or other university buildings
- The computer lab
- Restaurants or public places, either within or outside of Boone

I understand that this information can be appropriately shared in this class, but should not be shared outside of my coursework. While I may discuss children with other students in the course of preparation for class, these discussions will be conducted discreetly. In conversations about children outside of this or other courses requiring lab hours at this site, I will refer to children by their first initial or some other prespecified code rather than by name. I will be especially mindful of conversations inside the observation booth and any other public areas. Many people use the observation booths and/or are present in the community including parents, professionals from both within and outside the university, and students from both ASU and other educational institutions. These individuals may have contact/knowledge of the children and families which I am observing/interacting with and therefore, I must make every effort to protect those children and families. I will make every effort to be mindful and protective of the children, families and professionals and respectful of the trust they have given me.

Signature

Date