I, (print name of person taking pledge), understand that in the course of my employment with Grande Yellowhead Public School Division, I may obtain or possess information about the operations of the Division, and/or about its students, parents, and other staff (“confidential information”).

I understand that the Division is subject to the *Freedom of Information and Protection of Personal Privacy Act* (“FOIPP”), and that the release of confidential information may harm the interests of the Division, violate the FOIPP Act, or both.

I agree that I will not, without due authorization, disclose or make known by any means, any confidential information which comes into my knowledge by reason of employment, either during the period of my employment with the Division, or afterwards.

I understand that my right to access Divisional information is restricted to a “need to know” basis, for which my job responsibilities will dictate the level of access I am given to confidential information.

I understand that unauthorized disclosure, copying and/or misuse of confidential information is a serious breach of duty, and may result in disciplinary action up to and including termination of employment or contract with Grande Yellowhead Public School Division.

Signed this day of , 20

Signature