

AVON ELEMENTARY SCHOOL

**Lincoln and Fifth Avenues
Avon-By-The-Sea, New Jersey 07717
avonschool.com**

Mr. Christopher Albrizio
calbrizio@avonschool.com

Superintendent / Principal
732.775.4328

Substitute Teacher Confidentiality Agreement

This agreement applies to all certified staff associated with and/or involved in the activities or affairs of the Avon Elementary School. This includes all activity associated with Avon School at its main office and all outreach sites and locations.

We would like to call your attention to the very important issue of confidentiality. As educators, our primary concern is the well-being of our students. Thus, it is of utmost importance that you understand the responsibility that accompanies your role as educators in the district with regard to matters of student and staff confidentiality.

- Any information about students or staff that you acquire as a part of your duties is to be considered confidential.
- Please refrain from making comments or sharing information about students or staff with others. If you would like to voice praise, criticism or concerns, please do so directly with Administration.
- Indiscreet comments about a student's abilities or disabilities, building gossip, student evaluations or unproven generalizations made to community members or other teachers can violate individual confidentiality rights, negatively affect morale and ultimately hinder educational progress.

We are very pleased you have chosen to provide substitute teacher services for Avon School. You are a valuable part of our professional staff, helping to maintain the proper functioning of our day to day programs in order to provide an outstanding educational experience for our students. We appreciate you taking the issue of confidentiality seriously and look forward to seeing you in our school.

Substitute Teacher Mission

Substitute teachers at Avon School are expected to support the efforts of teachers to deliver quality instruction in a productive learning environment during the absence of the classroom teacher and are further expected to actively engage with the students.

Date

Signature