



## Oak Bay Peer Tutor Program Confidentiality Agreement

**Consider the following points regarding confidentiality:**

- a) Tutors must act in an ethical manner and adhere to a high standard of conduct.
- b) Tutors must mind their own business and not interfere with that of the other tutors or students during sessions.
- c) Tutors must not talk about any student or teacher or tutoring situation outside of the tutoring area.
- d) Telling just one person, even your best friend, about some confidential matter, breaks the ethical code of confidence.
- e) Remember, it takes weeks and months to build the trust of another person, but only a minute to destroy it

I understand that all peer tutoring sessions between the student learner and peer tutor are to stay confidential. Maintaining confidentiality of the student learner's information and/or progress is essential for participation in this program. For example, this includes but is not limited to, maintaining confidentiality of test grades or scores and any personal information and/or problems that the student learner may disclose in a peer tutoring session. **If disclosure or suspicion of harm to self or others takes place during a peer tutoring session confidentiality will be broken and this information will be shared with staff of the Student Service Program immediately.**

Mutual confidence and trust are vital elements of a successful peer tutoring program. Discussion and sharing between the peer tutor and the staff of the Peer Tutor Program may and should take place to provide the best level of service to the student learner.

**I agree to the above Confidentiality Agreement:**

Peer Tutor Name: \_\_\_\_\_

Peer Tutor Signature: \_\_\_\_\_

Date: \_\_\_\_\_