



## **Syrian Resettlement Programme Volunteer Confidentiality Agreement**

### **Introduction**

In September 2015, the Government announced the expansion of the Syrian Vulnerable Persons (SVPs) Relocation Scheme to include the Syrian Resettlement Programme (SRP). East Sussex district and borough councils have committed to resettling between 200 and 260 SVPs up to 2020. The number of SVPs to be resettled in each district/borough local authority area in East Sussex would be 40 individuals. Hastings Borough Council has further committed to resettle an additional 60 individuals if possible.

To support a county-wide resettlement approach, East Sussex district and borough councils have formed the East Sussex Syrian Resettlement Programme.

To maximise the support provided to families being resettled in East Sussex, the programme is reliant on the efforts of local volunteers who will provide an invaluable resource for the programme.

### **Volunteer confidentiality**

In the course of your involvement as a volunteer with the SRP, you may be privy to personal and sensitive data relating to families being resettled, including their address and personal information. Any personal information is subject to the Data Protection Act 1998. You may also have knowledge of, or access to, information that is confidential to the Local Authority you are working in.

As part of your volunteer confidentiality agreement you agree that this confidentiality will be respected. Confidential information must not be published or divulged other than to authorised persons.

In cases of doubt about what is confidential or who is authorised, you should consult a member of the East Sussex Syrian Resettlement Programme team.



**Declaration by Volunteer**

I will maintain confidentiality with respect to any and all personal and sensitive information to which I may have access.

I will only disclose confidential information at the request of a family I am volunteering with and only to the extent that a family member requests me to do so.

I agree to seek advice and guidance from a member of the East Sussex Syrian Resettlement Programme team if I have any queries regarding confidential or sensitive information and the disclosure of information.

Volunteer Name: \_\_\_\_\_

Signature: \_\_\_\_\_

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

Syrian Resettlement Programme Representative (Council Officer or Lead Volunteer): \_\_\_\_\_

Signature: \_\_\_\_\_

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