

Totowa Education Foundation

294 Totowa Road, Totowa, NJ 07512

Phone: 973-956-0010 Ext. 6002 Fax: 973-553-2257 E-Mail: vincent.varcadipane@totowa.k12.nj.us

Eileen Corrado
President

Vincent Varcadipane
Bookkeeper

Social Media Policy

Kops 4 Kids, sponsored by the Totowa Education Foundation, does not authorize the use of social networking sites for their programs. This includes but is not limited to:

Twitter
Facebook
Snapchat
Instagram

Kops 4 Kids also does not permit the use of cell phones, iPads, or other electronic devices brought into school during the program. Student Laptops for virtual learning and homework will be permitted. If these devices are brought to school, students enrolled in Kops 4 Kids must leave them in their backpacks during the program. If these devices are seen during the program, the advisors will take them away and a parent/guardian must come in to pick up the device.

Employees must maintain professionalism at all times in all communications (in-person or written) with parents and all other members of the community. Additionally, all staff must be aware of the possibility of online content being shared with extended family, coworkers, and parents.

Employees may be held responsible for any online behavior or content that connects them to the Kops 4 Kids program or implicates Kops 4 Kids in that behavior. Employees may also be held responsible for any statements, posts, communications, or other online behavior or content that is not consistent with the Kops 4 Kids mission and philosophy. The publication of photos, images or artwork of students at Kops 4 Kids, whether online or otherwise, is prohibited.

Kops 4 Kids will only contact parents through approved means of communication. Kops 4 Kids will call parents when necessary using the school's phone or the Kops 4 Kids cell phone. Parents will not be texted using any devices. Parents will also receive information through the mail or copies in person at the time of drop off and pick up. Lastly, parents from time to time will receive an email in response to an email originally sent by the parent. All other forms of communicating are prohibited.