

Erie County Technical School

Employee Handbook

Links Page

Updated August 2025

Section 1 - General Information	Section 6 - Care, Welfare, Safety & Security
Handbook Disclaimer & EEO	Emergency Situations
ECTS Core Values	First Aid, Health Services, & Student Illnes
ECTS Directory	Injured Student / Staff
Joint Operating Committee (School Board)	Dress Code & PPE Foot, Face, & Eye
Bell Schedule	Bomb Threat Procedures
Homeless Assistance	ECTS School Police Officer
Section 2 - Curriculum	Severe Weather - Closings & Delays
Academic Standards (policy 102)	Parking
Course Content	Accidents and Reporting Injuries
Occupational Advisory Committee (OAC)	Animals on School Grounds
Section 3 - Communication	Section 7 - Facility
Campus Communication	Building Access - Doors, Locks, and Keys
FERPA	Property Inventory & Deliveries
HIPAA	Smoke-free Environment
Media Contact/Notification Statement/Policy	Maintenance & Custodial Support
Name, Address, and Phone Number Updates	
Section 4 - Classroom	Section 8 - Technology
Classroom/Lab Management & Supervision	Technology, Printers, Copiers, & E-mail
Retention of Student Information	Infinite Campus
Chaperone Guidelines	Electronic Devices (policy 237)
Leaving the Building with Students	
Section 5 - Employee Conduct	Section 9 - Business & Finance
Employee Conduct	Business & Financial Operations
Professionalism	Fixed Assets & Inventory
Confidential Communications	Production & Service Work
Sexual Harassment	Donated Materials & Equipment
Staff Attendance	Section 10 - Students
Use of School Facilities, Equip., & Property	Student Conduct
Child Abuse Recogt'n & Reporting (Act 126)	Student Attendance
Smoke-free Environment	Assessment / Grades
Personal Business During the Work Day	
Employee Clearances	
Act 24 Arrest/Conviction Report / Certification	
Volunteer Clearances & Procedures	
JOC Policy Review	

