

Central Eglinton Children’s Centre
ELECTRONIC MONITORING OF EMPLOYEES POLICY

Date Policy and Procedures Established: September 27, 2022, March 21, 2023, March 6, 2024

Date Policy and Procedures Updated: n/a

Central Eglinton Children’s Centre hereby gives notice to all its employees of the potential use of electronic monitoring in its workplace. While the CECC may not actually engage in the use of electronic monitoring, it reserves the right to do so when determined to be appropriate by the Board of Director.

CECC may collect information on its premises concerning employees’ activities or communications by any means other than direct observation.

Electronic Monitoring includes the use of computers – online meetings and discussions, telephone – conversations pertaining to CECC’s business, Storypark – information shared with parents.

The purpose of the electronic monitoring is to ensure employees are in compliance with CECC’s non-disclosure/confidentiality agreement and its professional standards.

Employees will be notified if CECC engages in electronic monitoring. A record of the monitoring will be kept in the employees file.

I have read and understood this policy and understand that CECC may use electronic monitoring as it pertains to my position.

Name _____ Signature _____ Date _____