

CCA-DHPH Staff Acceptable Use Policies

Staff Member Name Printed _____

Academy/Location _____

I have read the CCA-DHPH Acceptable Use Policy. I agree to follow the rules contained in this policy. I understand that if I violate the rules, my account can be terminated and I may face other disciplinary measures.

Signature _____ Date _____

STAFF MEMBER HANDBOOK ACKNOWLEDGEMENT

I acknowledge I have received a copy of the Cesar Chavez Academy/Dolores Huerta Preparatory High (“CCA-DHPH”) Staff Handbook adopted July 1, 2010 (“Handbook”) and that it is my responsibility to read and familiarize myself with CCA-DHPH’s policies and guidelines set forth in the Handbook. If I have a question about these policies and guidelines, I understand that I can request an explanation from CCA-DHPH’s Human Resources Office or a designated representative.

I understand that CCA-DHPH has the sole discretion to interpret the Handbook policies and guidelines. I recognize it may be necessary to change the policies, practices and benefits described in the Handbook from time to time and accordingly, that CCA-DHPH has the right to delete, suspend, discontinue or revise any or all of its provisions of the Handbook.

I am aware that my employment with CCA-DHPH is “**AT-WILL.**” Just as I have the right to end my employment with CCA-DHPH at any time for any reason, with or without notice, CCA-DHPH also has the right to terminate my employment at any time, for any reason, with or without notice, notwithstanding any provision contained in the Handbook. I acknowledge that nothing in the Handbook extends or guarantees employment for a specific period of time or create any contractual rights.

Date	Employee Name Printed
Human Resource Department Signature	Employee Signature