



Cache County School District

Policy Series 7000: Community

Policy No. 7600

District Communications

Cache County School District (CCSD) is dedicated to transparent, secure, and professional communication that prioritizes student and employee safety and privacy. To maintain consistency and trust, the superintendent and public information officer serve as the sole authorized spokespeople for the school district. All media interactions must be coordinated through the district office. All external materials and content, including flyers, emails, and digital bulletins, must comply with the Request to Distribute Materials process to ensure compliance with district standards and non-political guidelines. To ensure a unified, professional image that reinforces public trust and makes official information instantly recognizable to our community, all employees must adhere to the district's brand and identity style guides.

To protect both students and employees, all digital interactions must occur through approved CCSD platforms and official email accounts. In accordance with Utah Educator Professional Standards and data privacy laws, private messaging with students via personal social media or direct messaging from a personal electronic device outside of approved platforms is strictly prohibited. Additionally, all school websites must be hosted on the district's approved platforms and follow current procedures. Official social media accounts must be coordinated and approved through the communications office and follow current procedures. By centralizing these channels and adhering to strict data privacy protocols, CCSD ensures that communication remains safe and serves as a reliable source of information for all stakeholders.

Legal References

20 U.S.C. 1232g
Utah Code 53E-9
Utah Code §63A-16-209

Synopsis:

Family Rights and Privacy Act (FERPA)
Student Privacy and Data Protection
ADA Accessibility

CCSD Policy References

Data Governance and Information Technology Security Policy 6900
Personal Electronic Device Policy 3130
Code of Conduct/Appropriate Behavior Policy 5300

Approved by the Board of Education: March 19, 2026