



Tybee Island Maritime Academy (TIMA)

Electronic Communications / Internet Policies & Procedures

The following document outlines the policies and procedures in connection with its presence on the internet and the related school communications. These policies are intended to be comprehensive in scope and will be updated on a regular basis as technology and applications evolve.

TIMA Website

TIMA maintains its official website at <http://www.tybeeislandmaritimeacademy.com>. This site serves as the main repository for all official school communications, policies, procedures and related content. The TIMA handbook is an excellent source to answer most questions about TIMA. It is located at <http://www.tybeeislandmaritimeacademy.com/images/TIMA%20Handbook%2019-20.pdf>

TIMA Communications

Interested parties wishing to communicate with TIMA employees should use email or telephone. All school email addresses are located at <http://www.tybeeislandmaritimeacademy.com>. Unless it is an emergency, please allow 24 business hours for a returned phone call or email.

Social Media Platforms Policy

- TIMA currently maintains an official presence on Facebook (), Twitter () and Instagram ().
- Social Media platforms are intended to reflect only informal communications regarding the everyday happenings at TIMA (student activities, field trips, special events, etc.).
- Privacy is of paramount importance to TIMA and its student families. No likeness or mention of a student or TIMA family member shall be published without prior consent of interested parties.
- The TIMA social media platforms are the only authorized platforms involving TIMA and related proprietary legal interests.
- Teachers and other school employees wishing to post school related content on social media platforms shall forward all content to the school administrative assistant for posting on the official TIMA social media platforms.