

Policy Manual

5000 Templates

Personal Communication Devices

PO 5136

NEOLA

Date Adopted:

### **5136 - Personal Communication Devices**

For purposes of this policy, “personal communication device” (PDC) includes non-school issued computers, smart watches, tablets, iPhones, Android devices, Windows, Mobile devices, and/or other web-enabled devices of any type.

**Grades K-1:** Students in grades K-1 are not permitted to possess Personal Communication Devices in school at any time.

**Gades 2-8:** Students in grades 2-8 are prohibited from using a Personal Communication Device. PCDs must be powered off and kept in a bookbag, locker, or class cubby for the duration of the school day. It is not to be on their person/pocket/jacket/etc.

**Grades 9-12:** All PCDs are to be powered off and out of sight or in the designated room pocket when the bell rings to begin class, and should remain there until the end of class. Phones should not be taken out of the room when a student is on an active pass (i.e. to the office, guidance counselor, clinic, or restroom). Students may use phones appropriately before the tardy bell in the morning, during class change, during lunch, and after school.

## **Consequences of not adhering to the Personal Communication Device Board Policy:**

**Violation 1:** Device is confiscated and turned into the main office. Parents/Guardians must pick up and sign for the device from the office.

**Violation 2:** Device is confiscated and turned into the main office. Parents/Guardians must pick up and sign for the device from the office. Students will need to turn their device into the office upon arrival each day thereafter for an amount of time determined by the building principal/assistant principal.

**Violation 3:** Device is confiscated and turned into the main office. Parents/Guardians must pick up and sign for the device from the office. Students will need to turn their device into the office upon arrival each day thereafter for an amount of time determined by the building principal. An additional consequence will be issued at this point as well, to be determined by the building principal/assistant principal

**Violation 4:** The fourth and any subsequent violations could result in Out-of-School Suspension or recommendation for expulsion for continued violations of non-compliance.

Failure to follow the directions of the teacher or administrator when asked to hand over their cell phone or personal communication device will result in an automatic consequence assigned for non-compliance.

Personal Communication devices, including but not limited to those with cameras, may not be activated or utilized at any time in any school situation where a reasonable expectation of personal privacy exists. These locations and circumstances include, but are not limited to classrooms, gymnasiums, locker rooms, shower facilities, restrooms, and any other area(s) where students or others may change clothes or be in any stage or degree of disrobing or changing clothes. The Superintendent and Principal

are authorized to determine other specific locations and situations where the use of a Personal Communication Device is absolutely prohibited. Violations will result in immediate disciplinary action as determined by the building principal/assistant principal.

Students are expressly prohibited from using covert means to listen-in or make a recording (audio or video) of any meeting or activity at school. This includes placing recording devices, or other devices with on, or two-way audio communication technology (i.e. technology that allows a person off-site to listen to live conversations and sounds taking place in the location where the device is located), within a student's book bag or on the student's person without express consent from the Superintendent or Principal. Violations will result in immediate disciplinary action as determined by the building principal.

Students are expressly prohibited from using a Personal Communication Device to record bullying/harassing/threatening behavior(s). (i.e. name calling, verbal aggression, physical aggression, fighting, etc.) Violations will result in immediate disciplinary action as determined by the building principal.

Students with prior approval from the building principal/assistant principal, school nurse, may use their personal device for documented medical purposes. (i.e. monitoring blood sugar levels).