

ADMIN PROCEDURES MANUAL

Administrative Procedure 104 – Appendix A

STUDENT USE OF MOBILE DEVICES

Background

The district recognizes the capacity within particular new and future technologies, and their educated use, to create opportunities for many constructive and positive applications that can aid the instructional process. Students can use these technologies to create digital content, to communicate, to collaborate and share, and to access apps and tools that may enrich their learning. Further, some regulated use of mobile devices in the school and community may contribute to the safety and security of students and staff. The district also recognizes that unregulated use of such devices may pose a risk to personal safety; may disrupt instruction; may invade personal privacy and may compromise academic integrity.

Definition

<u>Mobile Devices</u>: referred to in this section, include, but are not limited to, cell phones, smartphones, tablet computers, smartwatches, earbuds, portable video game systems and other electronic gadgets.

Procedures

- 1. Without the permission of the administrator/teacher, mobile devices are not to be operated during regularly schedule instructional time, or during any school sponsored activity such as an assembly or talk by a guest speaker.
 - 1.1 Mobile devices are to be stored in silent mode during instructional time and school sponsored activities.
 - Mobile devices are not taken into test or examination settings unless students have been given permission to do so by the teacher administering the test or exam.
 - 1.3 Mobile devices are not to be used in settings such as change rooms, washrooms, or private counseling rooms that have the potential to violate a person's reasonable expectation of privacy.
 - 1.4 Students who bring mobile devices to the school are expected to comply with all parts of Administrative Procedure 104 District Code of Conduct. Students who consistently refuse to comply with the district's procedures for use of mobile devices in the school setting may be subject to disciplinary measures detailed in the school's Code of Conduct, as well as the steps outlined in Administrative Procedure 104 District Code of Conduct.

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- 1.5 In the event of an emergency such as a lockdown or evacuation, the principal will develop and inform the school community of the acceptable use of Mobile devices in that emergency situation. (Current lockdown procedures requires that no cell phones be utilized until and "all clear" is given by those officials/administrators in charge.)
- 1.6 The security and storage of mobile devices is the sole responsibility of the owner/user. The district assumes no responsibility for the safety, security, loss, repair, or replacement of mobile devices.

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Adopted: June 2024