

Personal Electronic Devices –Policy and Procedure

Personal Electronic Devices (Apple Watches/Google Watches, cell phones, MP3 players) will increasingly become a part of our student culture, and it is important that we begin to manage and control their use in our school and classroom.

Personal Electronic Device means any device that a student is in possession of which electronically communicates, sends, receives, stores, reproduces or displays voice and/or text communication or data. These include, but are not limited to cellular phones, smart phones, smart watches or glasses, music and media players, gaming devices, tablets, laptop computers, iPads, and personal digital assistants.

Rationale – Personal Electronic Devices, specifically Smart Watches provide a unique device as it is a personal communication device worn on the body. Unlike a phone which must be kept in a pocket or placed on a table, a smart watch is worn and can be easily and quickly accessed. These devices pose the problem of a) high frequency of distractibility of students in the classroom, b) access to two-way communication in the classroom very different than a phone.

Revised Policy for 2019-2020 -

- All Personal Electronic Devices must be turned off and stored in a backpack or locker during school hours.
- All head phones must be stored in a backpack or locker during the school day.
- Teachers will have discretion in allowing the use of Personal Electronic Devices in the classroom for educational purposes.
- Failure of students to follow the request to store Personal Electronic Devices or use of the Personal Electronic Devices for other than teacher approved activities will then lead to confiscation of the Personal Electronic Device in accordance with the School/District Personal Electronic Device policy.

If a device is confiscated by school personnel, the procedure for reclaiming the device is as follows:

- **First Offense:** The student's parent/legal guardian may retrieve the personal electronic device from the administrative office within thirty minutes of the start or end of the instructional day. Parents/legal guardians must sign the personal electronic device out from the log kept in the administrative office.
- **Second Offense:** The student's parent/legal guardian may retrieve the personal electronic device no sooner than seven days after its date of confiscation within thirty minutes of the start or end of the instructional day. Parents/legal guardians must sign the personal electronic device out from the log kept in the administrative office.
- **Third Offense:** The student's parent/legal guardian may retrieve the personal electronic device at the end of the semester in which the device was confiscated within thirty minutes of the start or end of the instructional day.