

## EASTERN SCHOOL DISTRICT

## ADMINISTRATIVE REGULATION

SUBJECT: **Use of Electronic Devices**

EFFECTIVE DATE: **April 12, 2007**

REVIEW DATE:

SUPERSEDES:

CROSS REFERENCE:

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The Eastern School District believes in creating and maintaining a sense of safety and privacy for students and staff in the school setting. We recognize that consideration must be given to the legitimate uses of electronic devices which have provided an increased sense of safety and security for students and parents. However, the ordinary use of these devices can be extremely disruptive. The interruptions and distractions caused by electronic devices can interfere with the educational process and a teacher's ability to conduct class in an orderly fashion .

With the continued expansion and wide range of use of communication technology devices, implications have arisen related to safety, privacy, and the intrusive nature of such devices. Therefore it is important to govern the use of these devices to ensure the safety of staff and students as well as the teaching/learning environment in the Eastern School District.

This regulation applies to personal electronic devices and is understood to include:

- cell phones, video/camera cell phones,
- personal digital assistants (PDA's), i.e. digital organizers such as palm pilots, wireless PDA/telecommunications hybrid devices such as the Blackberry, pagers),
- any camera or video camera,
- digital and conventional sound recording devices (digital voice recorders, I Pods, dictaphones etc),
- personal entertainment devices such as CD/DVD MP3 players, miniature TV's,
- eavesdropping devices,
- laptops, and the like.

It is also understood to include newly developed devices employing any form of technology that provides any device with similar image taking, eavesdropping/listening and communications capabilities.

This regulation applies to students, staff, parents/guardians, volunteers, service providers and visitors in all Eastern School District schools.

This regulation does not prohibit the use of an assistive device by a special needs student where the use has been authorized by the student's individualized education plan or by the school principal or designate.

Staff will notify students and parents/guardians in cases of emergency.

For the purpose of this regulation, authorized use of electronic devices refers to situations where permission is given by the Principal or designate to use such devices.

Students are prohibited from the unauthorized use of electronic devices (above) in schools at all times. This includes classes, corridors, offices, libraries, cafeterias, labs and specifically, areas where there is an increased expectation of privacy such as change /locker rooms and washrooms. Similarly, unauthorized use on the school bus may cause the driver to divert his/her attention unnecessarily from driving or the overall management and supervision of the bus and its passengers and this is likewise prohibited.

When not authorized for use, all electronic devices must be turned off and out of sight while in the school building.

Staff may confiscate any electronic device - unless authorized for use - that is visible, that rings or beeps, or is otherwise in use in the school building or on any bus runs. If an electronic device is confiscated, it may be returned to the student at the end of the day or it may be held by the school until a parent is able to pick it up.

Cell phones, camera phones, and digital cameras may only be used outside the building. If cameras/camera phones are used on school grounds, students must be aware that people being photographed must give consent. It is never acceptable to post pictures on a website. Where a student uses the internet or other technologies to threaten, harass, or demean another member(s) of the school community, the student may be subject to disciplinary procedures. Parents may be contacted. Police may be contacted.

Electronic devices with communication capabilities (cell phones, digital cameras, etc.) may not be carried or in the possession of students during examinations or other types of assessments. Any student found using electronic devices during examinations or other types of assessments will have the device confiscated and may face any consequences related to cheating.

This regulation does not prevent the use of surveillance devices authorized by the District or Principal that may be used from time to time for safety and security purposes.

Eastern School District personnel are not responsible for lost, stolen, or damaged electronic devices.

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