

Cook Elementary Electronic Devices Policy

Scope

Electronic devices have become a common means of communication and information access in today's society. However, these devices have the potential of disrupting the orderly operation of the school. The school has therefore created this policy to govern the possession and use of electronic devices on school premises, during school hours, at school sponsored activities, and on school transportation.

Definition

For purposes of this policy:

“Electronic device” means a device that is used for audio, video, or text communication or any other type of computer or computer-like instrument including: (1) a smart phone; (2) a smart or electronic watch; (3) a tablet; or (4) a virtual reality device.

“District-owned electronic device” means a device that is used for audio, video, text communication, or other type of computer or computer-like instrument that is identified as being owned, provided, issued or lent by the District to a student or employee.

“Privately-owned electronic device” means a device that is used for audio, video, text communication, or other type of computer or computer-like instrument that is not owned or issued by the District to a student or employee.

Possession and Use of Electronic Devices

Students may possess and use electronic devices at school subject to the following:

- Students may carry or possess electronic devices at school and school-sponsored activities.
- Use of electronic devices during the school day, including pass-time between classes and lunchtime, or on the playground is prohibited. They must be completely powered down, turned off and kept out of sight.
- Students may possess electronic devices before 8:45 or after the final bell of the school day outside of the building, on school sidewalks, parking lots, and fields so long as they do not create a distraction or disruption.
- Use of electronic devices on school buses is at the discretion of the bus driver. Distracting behavior that creates an unsafe environment will not be tolerated.
- Use of electronic communication devices is not allowed on any other portion of the school campus at any time, during the school day, unless an emergency situation as defined by school staff exists.
- All students and employees are required to comply with the applicable District Acceptable Use policy agreement.

Prohibitions

Electronic devices shall not be used in a way that threatens, humiliates, harasses, or intimidates school-related individuals, including students, employees, and visitors, or violates local, state, or federal law.

Electronic devices are prohibited or restricted for unauthorized use that would cause invasions of reasonable expectations of student and employee privacy.

The use of electronic devices are prohibited during standardized assessments unless specifically allowed by statute, regulations, student IEP, or assessment directions.

Confiscation

If a student violates this policy, his/her electronic device may be confiscated. When an employee confiscates an electronic device under this policy, he/she shall take reasonable measures to label and secure the device and turn the device over to a school administrator as soon as the employee's duties permit.

The electronic device will be released/returned to the student's parent or guardian after the student has complied with any other disciplinary consequence that is imposed.

Local policies may include:

- Potential disciplinary actions
- Security of devices
- Prohibitions on audio or video recording
- Procedures of reporting violations
- Exceptions
- Strategies for use of technology that enhance instruction

Potential Disciplinary Actions

- Violation of this policy can result in discipline up to and including suspension or expulsion, and notification of law enforcement authorities.
- A student who violates this policy may be prohibited from possession of an electronic device at school, or school-related events.
- Confiscation of device for increasing periods of time for subsequent violations
- Failing citizenship grades.
- In-school suspension.
- Out of school suspension.
- Expulsion
- Removal of privileges for extra-curricular activities.
- Disciplinary consequences consistent with a school wide discipline program such as with a Cougar Cue
- Notification of law enforcement, at school's discretion, if circumstances warrant such notification.

Security of Devices

Students shall be personally and solely responsible for the security of electronic devices brought to school. The school shall not assume responsibility for theft, loss, damage, or unauthorized calls made with an electronic device. If devices are loaned to or borrowed and misused by non-owners, device owners are jointly responsible for the misuse or policy violation(s).

Reporting

Individuals wishing to report a violation of this policy should contact a school administrator.

Prohibitions on Audio Recording

Camera or audio recording functions of electronic devices may pose threats to the personal privacy of individuals, used to exploit personal information, and or compromise the integrity of educational programs. According, the use of the audio recording or camera functions of electronic devices is strictly prohibited on school premises at all times.

Exceptions

With prior approval of the principal, the above prohibition may be relaxed under the following circumstances:

- The use is specifically required to implement a student's current and valid IEP:
- The use is at the direction of the teacher for educational purposes,
- The use is determined by the principal to be necessary for other special circumstances, health-related reasons, or emergency