

APS:

Student Acceptable Use of Personal Electronic Devices

For purposes of this procedural directive, “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, pagers, smart phones, music and media players, gaming devices, tablets, laptop computers and personal digital assistants.

For purposes of this procedural directive, “instructional day” means the period of time between the first scheduled bell and the last scheduled bell of the school day and any other time in which instruction occurs.

Student Rights and Responsibilities

1. The student who possesses a personal electronic device shall be solely responsible for its care.
2. Student possession of personal electronic devices on all school campuses, including athletic fields, and school buses, at school-sponsored activities and while the student is under the supervision and control of school district employees shall be permitted. All students may use these devices on campus before school begins and after school ends.
3. These devices shall be kept out of sight and powered off or silenced during the school day and during any school-sponsored activity meeting or practice held on Albuquerque Public Schools property. The requirement that personal electronic devices be turned off may not apply in the following circumstances when the student obtains **prior** approval from the principal or his/her designee:
 - A. The student has a special medical circumstance for self or family member.
 - B. The student is using the device for an educational or instructional purpose with the teacher’s permission and supervision.
4. Personal electronic devices shall be permitted on school buses, as authorized by the driver, unless use of the personal electronic device causes a disruption on the school bus.
5. Student use of personal electronic devices shall be prohibited in areas including, but not limited to locker rooms, classrooms, bathrooms, and swimming pool areas.
6. Students shall not use personal electronic devices on school property or at a school-sponsored activity to access and/or view internet websites that are otherwise blocked to students at school. Blocked sites include, but are not limited to, social networking sites and You Tube.
7. Student use of personal electronic devices that disrupt the instructional day may result in disciplinary action and/or confiscation of the personal electronic device. When a personal electronic device is confiscated, it shall only be released and/or returned to the student’s parent/legal guardian. It is the student’s parent/legal guardian’s responsibility to retrieve the device according to school procedures.

Unauthorized Use

Unauthorized use of personal electronic devices includes, but is not limited to, the following:

1. Possessing, viewing, sending or sharing video or audio information having sexual, violent or threatening content on school grounds, school events or school busses shall be prohibited and may result in disciplinary action and/or confiscation of the personal electronic device.
2. Transmitting school materials for unethical purposes such as cheating.
3. Any activity, which may be in violation with the Albuquerque Public Schools Bullying Prevention policy and procedural directive.

Return Process

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.