

STUDENT USE OF PERSONAL MOBILE DEVICES

Alexandria City Public Schools (ACPS) acknowledges that wireless connected personal mobile devices such as cell phones, personal tablets, and smart watches (personal mobile devices) are part of our student's daily lives and are increasingly important as an instructional tool in their educational program. ACPS also acknowledges that mobile devices can also be used in ways that adversely impact the safety and security of our schools. In order to ensure the appropriate balance across this range of priorities, ACPS has established this regulation as a supplement to Policy IIBEA - Responsible Computer System Use with the purpose of promoting a safe school environment that is conducive to learning and is welcoming to all.

ACPS has established communications procedures to ensure students and families are able to be in contact during the school day for events such as a student needing to attend an appointment, an planned early dismissal, or simply a forgotten lunch. Students and families should reach out to the school's front office to assist with the contact.

Unless otherwise directed by an administrator, students in all grades are permitted to have and use personal mobile devices on school buses and school grounds before and after school.

During the day, student personal mobile devices must be silenced or turned off and stored in a secure location. Schools will provide secure locations to store the cell phones. Options include but are not limited to secured classroom spaces such as lockable drawers, purses, lockers, or backpacks. Smart watches may be worn, however, the communications features must remain off during the school day. Secondary students have limited exceptions as described below. Administrators may make exceptions as appropriate which will be communicated through various channels.

Administrators, teachers, coaches, and other staff performing supervision activities have the autonomy to determine if personal mobile devices are needed for instructional or other valid purposes and may permit use when appropriate.

Elementary Students (Grades Kindergarten-fifth grade)

Personal mobile devices must be silenced (or turned off) and put away during the school day. Personal mobile devices can be stored in a school-identified secure location. Smart watches may be worn, however communications features should remain off during the school day. Students are prohibited from using cell phones, tablets, and mobile devices, including ACPS issued devices, in restrooms and locker rooms in an effort to protect the privacy rights of others.

Middle School Students (grades six to eight, including sixth and eighth graders attending Jefferson-Houston preK-8 IB School and Patrick Henry K-8 School)

Personal mobile devices must be silenced (or turned off) during the school day. Personal mobile devices can be stored in a school-identified secure location. Smart watches may be worn, however communications features should remain off during the school day. Students are prohibited from using cell phones, tablets and mobile devices, including ACPS issued devices, in restrooms and locker rooms in an effort to protect the privacy rights of others.

47 **High School Students (Grades nine to postgraduate, all Alexandria City High School**
 48 **Campuses)**

49 Personal mobile devices must be silenced (or turned off) during the school day with the exception
 50 of during lunch and in between classes/periods. Personal mobile devices can be stored in a school-
 51 identified secure location. Smart watches may be worn, however, communications features should
 52 remain off during the school day. Students are prohibited from using cell phones, tablets and
 53 mobile devices, including ACPS issued devices, in restrooms and locker rooms in an effort to
 54 protect the privacy rights of others.

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56 **Medical Exceptions**

57 Families of students with medical conditions such as diabetes, seizures, hearing aids, etc. that use
 58 a personal mobile device as part of the physician prescribed treatment should contact the school's
 59 principal for an exception to this regulation.

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61 **Digital Citizenship, Common Sense Media Supports**

62 The use of cell phones within schools is a privilege provided to our students. We encourage
 63 families to review appropriate use of cell phones with their students; to this end, as part of ACPS's
 64 Digital Citizenship curriculum, provides Common Sense Media resources as a support for families
 65 and students. The supports and lessons focus on behavior, awareness, and reflection skills that
 66 help students to make good decisions and apply to any digital device.

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68 The strands in the Common Sense curriculum are:

- 69 ● Media Balance and Wellbeing
- 70 ● Privacy and Security
- 71 ● Digital Footprint and Identity
- 72 ● Relationships and Communication
- 73 ● Cyberbullying, Digital Drama, and Hate Speech
- 74 ● News and Media Literacy

75 For more information on Common Sense Media, please visit
 76 <https://www.common sense.org/education/digital-citizenship/curriculum?grades>

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78 **Responses to Inappropriate Personal Mobile Device Use**

79 Students are expected to comply with this policy while on school grounds, in school buses, and
 80 when participating in any school-related activity. Students using personal mobile devices in any
 81 manner that disrupts the educational environment, from within or from outside the classroom, or
 82 violates the rights of others, including, but not limited to:

- 83 ● using the device in violation of Policy JFC - ACPS Student Code of Conduct
- 84 ● using the device in violation of Regulation JFC-R2 - ACPS Honor Code
- 85 ● using the device in violation of Policy JFCC - Student Conduct on School Buses and at
 86 Bus Stops;
- 87 ● harassing or bullying (to include cyber-bullying) of students or staff;
- 88 ● photographing (to include indecent photos) or video recording (to include indecent videos
 89 and recording of physical fights and altercations), or;
- 90 ● using social media channels to post inappropriate photos or videos of students and/or staff;
- 91 ● using their device for unlawful purposes

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93 will be subject to disciplinary action in accordance with ACPS policy including JGD/JGE - Student
 94 Suspension/Expulsion. In accordance with ACPS Policy, including CLA - Reporting Acts of
 95 Violence and Substance Abuse, inappropriate use may, if applicable, be reported to the Alexandria
 96 Police Department.

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 98 **Responsibility**

99 Students are solely responsible for their personal mobile phones, ACPS accept no responsibility
 100 for student personal mobile devices.

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 102 **Personal Mobile Device Use Reference Chart**

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Personal Mobile Device Use	ES Students	MS Students	HS Students
School Buses	Y	Y	Y
Before School - In the building	N	Y	Y
Before School - Outside the building*	Y	Y	Y
After School - In the building	N	Y	Y
After School - Outside the building*	Y	Y	Y
During class	N	N	N
Passing periods	N	N	Y
Recess (or other similar activities)	N	N	Y
Safety Drills	N	N	N
Before- and After-School Activities	N	N	N
Lunch - Inside the building	N	N	Y
Lunch - Outside the building	N	N	Y
Restrooms	N	N	N
Locker Rooms	N	N	N
Field Trips (During non-instructional components) **	N	Y	Y

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 105 * Students are considered “In the building” if they are on school property and are with a staff
 106 member.

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 108 ** Field trips are considered extensions of the classroom. If an instructional activity occurs on a
 109 school bus, outside after a school, etc. during a field trip, it would be the teacher’s decision to
 110 permit personal mobile devices.

111 This regulation will be effective at the start of the 2023-24 school year.

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113 Adopted: June 15, 2023

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115 Cross Refs.: CLA Reporting Acts of Violence and Substance Abuse

116 JFC ACPS Student Code of Conduct

117 JFC-R2 ACPS Honor Code

118 JFCC Student Conduct on School Buses and at Bus Stops

119 JGD/JGE Student Suspension/Expulsion