

Proposed Adopted: August 20, 2024

Revised:

AFSA K12 Academy (the “Charter School”)

POLICY No. 525

Student Cell Phone & “Related Technology Device” Use

I. PURPOSE

The purpose of this policy is to establish procedures for carrying out K12 student cell phones and “related technology devices” (earbuds/airpods, headphones, smart watches, tablets, laptops, gaming devices, or non-approved technology devices) and their use in the school setting to ensure learning is at the forefront in our academic communities, and to comply with all applicable state and federal laws.

II. GENERAL STATEMENT OF POLICY

It is the policy of the AFSA board to provide the highest level of learning available to the students and utilize materials and technology to the greatest benefit of our students’ education and to establish procedures for all student cell phones and “related technology devices” while in school.

III. STUDENT USE EXPECTATIONS

Each AFSA campus and possible grade levels will have expectations communicated to them prior to the start of each school year and with visual and verbal reminders during the school year. Different grade levels will have separate expectations to signify a growth in independence and tools necessary in academic settings.

Only AFSA approved technology and/or teacher approved technology is allowed in the classrooms.

A. PrK-6 Grade Level

1. Cell phones or “related technology devices” are allowed at school
2. Students who need to be in contact with their family during the academic day are to ask permission to use one of our school phones
3. Parents/guardians are encouraged to communicate with AFSA via phone to the elementary main office if messages need to be shared with the student
4. Cell phones and “related technology devices” kept in backpacks and/or lockers from bell to bell (8:00am - 3:00pm)
5. Cell phone use of any kind is not permitted in locker rooms or bathrooms
6. Phone usage during lockdown and fire drills is prohibited

B. 7-8 Grade Level

1. Cell phones and “related technology devices” are allowed at school
2. CAN use during transitions (between classes) and breakfast/lunchtime

3. CAN use before 8:00am and after 3:00pm
4. CAN be kept in backpacks and/or lockers from bell to bell (8:00am - 3:00pm);

HOWEVER:

- a. DO NOT have on person
- b. DO NOT use during class periods (including when students go to the restroom, office, or outside the classroom during class time), during advisory time, and during field trips
 1. Devices must be turned off/silenced during school hours
 2. Devices will NOT BE VISIBLE during class time - they can be stowed with the teacher provided classroom sleeve, in a student's locker, in a student's pocket, or bag (if applicable)
- c. Cell phone use of any kind is not permitted in locker rooms or bathrooms
- d. Phone usage during lockdown and fire drills is prohibited

C. 9-12 Grade Level

1. Cell phones and "related technology devices" are allowed at school;
2. CAN use during transitions (between classes) and lunchtime;
3. CAN use before 8:00am and after 3:00pm;
4. CAN have on person;

HOWEVER:

- a. DO NOT use during class periods (including when students go to the restroom, office, or outside the classroom during class time), during advisory time, and during field trips UNLESS the teacher has granted permission for an academic purpose.
- b. Devices must be turned off/silenced during school hours
- c. Devices will NOT BE VISIBLE during class time - they can be stowed with the teacher provided classroom sleeve, in a student's locker, in a student's pocket, or bag (if applicable)
- d. Devices must be checked in phone with teacher prior to exiting classroom for bathroom breaks, hallway passes, or any additional reasons
- e. Cell phone use of any kind is not permitted in locker rooms or bathrooms.
- f. Phone usage during lockdown and fire drills is prohibited

- D. Field trips - allowing or not allowing cell phones and/or "related technology devices" will be determined by teachers/administration based on circumstances. Students and parents/guardians will be communicated with regarding decisions of these activities. In general, all school related activities are not permitted.

- E. Extenuating circumstances can occur from time to time (like for medical reasons), but the administration will give permission and communicate with teachers in these situations. If these circumstances occur, a health plan or documentation will need to be on file to support this decision.

IV. RISK OF BRINGING DEVICES TO SCHOOL

Students assume the risk of damage, theft, or loss when choosing to bring a phone to school. School buses will not reroute to get back to get phones that are left behind.

V. IMPLEMENTATION

- A. Students - follow expectations (section III) to avoid consequences
- B. Teachers - hold students accountable of expectations (section III) at all times throughout the school day by following through on procedures

VI. PROCEDURE

- A. When students follow expectations (section III), no procedures will need to be implemented
- B. When students choose not to follow expectations (section III), then the following will be implemented:
 - 1. Any teacher or administrator will request the student to immediately turn in the misused cell phone or “related technology device” to them.
 - 2. Students then have two choices:
 - a. The student can immediately turn in the misused cell phone or “related technology device” without giving conflict to the teacher/admin and then the teacher/admin will bring the technology to the office when they are next available to do so
 - b. If the student chooses to deny and/or create conflict in turning in the misused cell phone or “related technology device”, then the teacher/admin will send the student to the office to contact parents/guardians to assist with turning it over to the administration.

VII. STUDENT CONSEQUENCE OF NOT FOLLOWING POLICY

- 1. First Offense: the devices will remain in the office until the end of the school day. It will be returned to the student at the end of the school day (3:00pm).
- 2. Second Offense: the devices will remain in the office until the end of the school day (3:00pm). It will be returned to the parent/guardian only, and not the student. The parent/guardian has until 3:30pm to pick up the devices from the front offices.
- 3. Third Offense: the devices will remain in the office until the end of the school day (3:00pm). It will be returned to the parent/guardian only, and not the student. The parent/guardian has until 3:30pm to pick up the devices from the front offices. A “technology contract” will be implemented for the student.
- 4. If the student and/or parent/guardian refuse to turn over the cell phone or “related technology device” during any part of the procedure process, then the student will earn in-school suspension until the concern is resolved (can include a parent/guardian meeting

with administration, creating a technology agreement/contracts, etc.) with a re-entry meeting with student, parents/guardians, and administration.