



OVERVIEW

To promote the best possible learning and social environment in Florence 1 Schools, students are expected to adhere to the guidelines listed below during the school day. This overview is intended to provide specific guidance on expectations in accordance to the new state policy and as approved in Board Policy JICDA-Student Code of Conduct and Administrative Rule JICDA-R-Student Code of Conduct.

If a student brings an unauthorized device or a phone onto a Florence 1 Schools property, they are personally and solely responsible for the care and security of their devices.

a. **UNAUTHORIZED DEVICES** shall be defined as any device, that is not district-issued, that has the capability of electronically sending, receiving, storing, recording, reproducing, and/or displaying information and data. Examples of electronic devices include, but are not limited to, electronic game devices, Bluetooth communication devices, smart watches, wireless headphones, personally owned computers or laptops, tablets, e-readers, portable media players, drones, GPS instruments, digital cameras, and camcorders.

b. **PHONES** shall be defined as any devices, that are not district-issued, that have the capability of communicating by means of sending, receiving, storing, recording, reproducing, and/or displaying information and data to the possessor. Possession of any phone in this category regardless of operational status is in violation of the policy.

GUIDELINE OF USE

All students (grades PK-12): All phones and personal electronic devices must be turned off and stored in a backpack, or other non-visible secure location during school hours (from school start time until school dismissal time).

Time of Day	Personal Electronic Device (ex. wireless headphones, smart watches, etc.)	Phone
Before / After School (Including after school clubs activities, athletics, etc.)	Yes	Yes
During Class	No	No
During Lunch Block	No	No
During Transition	No	No
In the Restroom During School	No	No

Florence 1 Schools
DEVICE GUIDELINES



CONSEQUENCES

Students who violate this policy shall be subject to discipline in accordance with Board Policy JICDA-R, Student Code of Conduct.

Enforcement Quick Reference Guide: Unauthorized Devices and Phones

INFRACTION	LEVEL	CODE	CODE TITLE	ACTION
1	2	330 390	Phone Violation Unauthorized Device	Confiscate the item; Administrative Referral; Parent Notification; Return Item to Student at End of the Day
2	2	330 390	Phone Violation Unauthorized Device	Confiscate the item; Administrative Referral; Parent Notification; Return Item to Parent
3	2	330 390	Phone Violation Unauthorized Device	Confiscate the item; Administrative Referral; Parent Notification; Return Item to Parent, OSS 1 Day
4	2	330 390	Phone Violation Unauthorized Device	Confiscate the item; Administrative Referral; Parent Notification; Return Item to Parent, OSS 2 Days
5	3	330 390	Phone Violation Unauthorized Device	Confiscate the item; Administrative Referral; Parent Notification; Return Item to Parent, OSS 3 Days, Administrative Hearing

ADDITIONAL GUIDANCE

- If a student refuses to give the device to an administrator, the infraction becomes a Level 2 or Level 3 offense of Refusal to Obey.
- At no time should a teacher/staff member attempt to physically take an electronic device from a student.
- A school administrator shall not forcibly take an electronic device from a student.
- Students are not allowed to carry or wear any electronic devices during the school day, including in pockets.
- The policy applies to smartwatches and other smart devices that have the capability to send and receive communications and record audio or video.
- The building Principal may allow for limited and specific exceptions to this policy (ex. Medical monitoring apps, specific academic purposes, etc.)