



# Student Personal Communication Device Procedures

In response to HB 1481, passed during the 89th Legislative Session, school districts must adopt a policy prohibiting the use of all personal communication devices on school property during the school day.

**Effective August 12, 2025, first day of school, in accordance with Board Policy FNCE (Local).**

CFBISD will prohibit the use of all student personal communication devices, including but not limited to cell phones, smart watches, fitness trackers, tablets, laptops or any other electronic device capable of telecommunications or digital communications. CFBISD will require all students to leave personal communication devices at home or power them off and store them in a backpack or locker while on campus. This does not apply to district-issued devices. This policy will be in effect for all students during the school day from the first bell to the last bell.

## **What is considered a personal communication device?**

- Cell Phone
- Smartwatch and fitness trackers
- Tablet
- Laptop
- Pager or other electronic devices

## **Exceptions:**

- A student's IEP or 504 Plan requires access to a personal communication device
- A physician's order is on file for a medical need requiring personal communication device access
- A school administrator grants permission for safety or legal reasons
- A school-issued device used specifically for instruction/learning

### **Additional Details:**

Personal communication devices will not be allowed during non-instructional time, such as, but not limited to, passing periods, lunch, or recess. Students will not be permitted to take a personal communication device into the bathroom.

### **The district will:**

- Provide campuses with HB 1481, district policy, and district procedures for effective and consistent implementation across all campuses.
- Provide parents with communication on the rationale behind the policy, examples of acceptable possession and usage on campus, and consequences for violations.
  - Communication will be through Parent Square, Social Media, Student Code of Conduct, Campus events in August, grade-level meetings, PA announcements, or first week expectations activities.

### **Campuses will:**

- Clearly communicate expectations, consequences, and communication protocols to students and parents.
- Inform parents how to contact students during the school day, including who to call and what to expect.
- Communicate time-sensitive changes that could impact extracurricular activities, tutorials, dismissal, etc., through ParentSquare and StudentSquare as well as campus social media accounts and campus website, if possible.
- Communicate with families and conduct parent conferences pertaining to infractions.
- Ensure district procedures related to device storage, monitoring, and discipline are implemented with fidelity and consistent with district expectations.
- Clearly communicate and enforce when students are able to access their personal devices (before the first bell and after the dismissal bell).
- Track all infractions and ensure referrals are submitted for each incident.
- Implement and track campus-based community service hours in lieu of fines, if applicable
- Refrain from forcibly confiscating a device from a student's person.
- Create and share an exemption FERPA-compliant list with appropriate staff.

**Students will:**

- Adhere to HB 1481 and district policy regarding the prohibition of personal communication device usage during the school day.
- Keep personal communication devices at home or ensure the devices are stored securely out of sight in compliance with campus procedures.
- Surrender personal devices to CFBISD employees for device policy infractions upon request.

**Parents and guardians will:**

- Adhere to all district procedures and reinforce policy at home
- Communicate with students through appropriate channels during the school day.

## **Consequences for Infractions**

Personal communication devices listed above shall remain out of sight. A personal communication device visible at any time during the school day will be confiscated, which will result in disciplinary action. If a personal communication device is left turned on, produces an audible noise, or is visible without authorization, even by accident, confiscation and disciplinary actions will result. A student who violates this policy or any regulations shall be subject to discipline in accordance with the Board-adopted Student Code of Conduct.

- 1<sup>st</sup> infraction:
  - Code of Conduct Violation (Office Referral)
  - Student warning -the device is taken up and must be picked up by a parent or guardian at the end of the school day or at a mutually agreed upon time.
- 2<sup>nd</sup> infraction:
  - Code of Conduct Violation (Office Referral)
  - The device is taken up and must be picked up by a parent or guardian at the end of the school day or at a mutually agreed-upon time.
  - Campuses may impose a consequence of up to a 60-minute detention.
- 3<sup>rd</sup> infraction:
  - Code of Conduct Violation (Office Referral)
  - The device is taken up and must be picked up by a parent or guardian at the end of the school day or at a mutually agreed upon time.
  - Campuses may impose a consequence up to 1 day in In-School Suspension (ISS).

- If the campus chooses not to use ISS, another consequence can be used in its place:
  - Detention(s)
  - Checking the device into the main office for 15 school days
- 4<sup>th</sup> (and subsequent) infraction
  - Code of Conduct Violation (Office Referral)
  - The device is taken up and must be picked up by a parent or guardian at the end of the school day or at a mutually agreed-upon time.
  - Campuses may impose a consequence up to 1 day of Out-of-School Suspension (OSS).
  - If the campus chooses not to use OSS, another consequence can be used in its place:
    - ISS Day(s)
    - Detention(s)
    - Checking the device into the main office for 15 school days
- Should a student continue to violate the Personal Communication Device Policy, additional disciplinary actions may include out-of-school suspension, in-school suspension, or placement for persistent misconduct at DAEP.
- Refusal to Surrender a Device
  - Should the student refuse to surrender the device to the teacher, administrator, or any staff member upon request, the administrator may assess additional consequences listed in the Student Code of Conduct based on defiance and insubordination.

CFBISD (hereinafter referred to as "the District") assumes **no responsibility** for damage to any personal devices.

Confiscated devices are held for disciplinary purposes, and while reasonable care will be taken to secure them, the District does not guarantee their safety or condition. Device owners are solely responsible for backing up any data on their devices prior to bringing them onto school property.

By bringing a personal device onto District property, students and their parents/guardians assume any risk to their personal devices. The District strongly advises adherence to all device-related policies to avoid confiscation and potential loss or damage.