



## **Personal Electronic Device Policy Exception Guidelines for Students with an IEP, 504, and/or Health Care Plan**

Per Arkansas Bell to Bell, No Cell Act (SB142), students are prohibited from having personal electronic devices during the instructional day. Certain exceptions are allowed per the Act. Consideration of an exception to the Rogers Public Schools Personal Electronic Device Policy may be necessary for students with disabilities receiving services or accommodations outlined in an Individualized Education Plan (IEP), 504 Accommodation Plan (504), or Individual Health Care Plan (IHCP). Personal electronic devices include cell phones, tablets, smartwatches, and other communication devices. An exception may be needed if the electronic device or device application is providing a type of service or support to the child that could not otherwise be provided by the district or on a device provided by the district. The need for the necessary service or support must be clearly documented in the student's IEP, 504, or IHCP with an explanation of how the electronic device or application will benefit the child within the educational environment. For a student to be considered for a personal electronic device policy exception, the **Guidelines for Exceptions** listed below should be followed.

### **Guidelines for Exceptions**

#### **1. Who Can Make a Request**

- A request for an exception must be made by a parent or guardian of the student to the Special Education Designee, 504 Building Designee, School Nurse, or Building Administrator. A request made by a student will not be considered unless the student is over the age of 18.

#### **2. Committee Meeting**

- The student must have an active IEP, 504, or IHCP. If the student is not receiving services through one of these plans, the RPS Electronic Device Policy must be followed without exception.
- The student's IEP, 504, or IHCP will be reviewed by the educational committee in a formal meeting.
- The educational committee must document the student's impairment along with the specific needs of the student that may be tied to an electronic device on the [RPS Electronic Device Policy Request Exemption Form](#). The IEP, 504, or IHCP must specify:
  - what device or application will be needed;
  - the purpose of the use of the device and/or application on the phone or device;
  - how the device will benefit the student within the educational environment;
  - when, where, and how the device will be used;
  - any training of the device or device application that may be needed for the education staff to use in monitoring or assisting; AND
  - consequences may be assigned based on building and district policies if the device or device application is not used in accordance with the approved exception.
- Once the [RPS Electronic Device Policy Request Exemption Form](#) has been completed, it should be submitted to the building principal for approval.

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### **3. Review and Approval Decision**

- Approvals may be granted if accommodations are not able to be provided by the District to meet the individual need of the student in a format other than use of a personal electronic device.
- Examples of personal electronic device or device application exception approval:
  - Diabetes or glucose monitor
  - Vision Impaired or Hearing Impaired Student requiring device application for communication
- Examples of personal electronic device or device applications that will not be approved:
  - Need of a device application to listen to music for calming purposes.
  - Need of a device to communicate with parent(s) or guardian(s). Student can go to the office.
- Upon review of the request, the student's need, and the educational records, a decision will be made by the building principal. ....
- If approved, the allowance of the personal electronic device usage will be written in the IEP, 504, or IHCP, and the approved and signed [RPS Electronic Device Policy Request Exemption Form](#) will be uploaded into EdPlan.
- The parent(s) or guardian(s) will receive a copy of the updated plan.
- A list of students who are exempt from the RPS electronic device policy will be kept at the building level for reference.

### **4. Monitoring and Accountability**

- Each building administration team will outline procedures for monitoring usage and ensuring it aligns with the student's IEP, 504 Plan, or IHCP.
- If the personal electronic device or device application is not used as outlined in the student's IEP, 504, or IHCP, consequences may be assigned based on district guidelines.
- The student's education team will convene a meeting to address the misuse and develop a more rigorous accountability plan.

### **5. Regular Review and Adjustment**

- The allowance for a student to use their personal electronic device or device application may be discontinued if changes within a student's IEP, 504, or IHCP indicate that the device is no longer needed.
- Reviews will be held at least annually with the education team and parent or guardian.