

## Personal Electronic Device Policy Exception Request Form

Student Information			
<b>Student's Name</b>		<b>Date of Birth</b>	
<b>School</b>		<b>Date Submitted</b>	
		<b>Grade</b>	

Answer the following questions:	YES	NO
Does the student have an IEP? (Check in eschool.)	<input type="checkbox"/>	<input type="checkbox"/>
Does the student have a 504? (Check in eschool.)	<input type="checkbox"/>	<input type="checkbox"/>
Does the student have an individualized health care plan?	<input type="checkbox"/>	<input type="checkbox"/>

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. The IEP, 504, or IHCP must specify:	
What device or application will be needed?	
What is the purpose of the use of the device and/or application on the phone or device?	
How will the use of the device benefit the student within the educational environment?	
When, where, and how the device will be used?	
Is there any training of the device or device application that may be needed for the education staff to use in monitoring or assisting? If yes, explain.	
What are the consequences that may be assigned based on building and district policies if the device or device application is not used in accordance with the approved exception?	



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**Committee Members. By signing, I agree that this student needs a approved personal electronic device based on the documentation provided above.**

Committee Member Name (Printed)	Committee Member Signature	Date

\*Once completed, this form must be given to the building principal for final approval. 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. If approved, the allowance of the personal electronic device usage will be written in the IEP, 504, or IHCP. If not approved, the student will be required to follow the RPS Electronic Device Policy.

For Office Use Only	Approved	Not Approved
<b>Personal Electronic Device Exception Approved</b>		
<b>Additional Clarification or Notes:</b>  		
<b>Signature of Principal:</b>	<b>Date:</b>	