

Electronic Devices

For purposes of this Director's Procedure, "personal electronic device" means any device that a student is in possession of which electronically communicates, sends, receives, stores, reproduces or displays voice and/or text communication or data. These include, but are not limited to cellular phones, pagers, smart phones, music and media players, gaming devices, tablets, laptop computers and personal digital assistants.

For purposes of this procedural directive, "instructional day" means the period of time between the first scheduled bell and the last scheduled bell of each session and any other time in which instruction occurs.

Student Rights and Responsibilities

1. The student who possesses a personal electronic device shall be solely responsible for its care.
2. Student possession of personal electronic devices on the EASTERN school campus and at school-sponsored activities while the student is under the supervision and control of school employees shall be permitted. All students may use these devices on campus before school begins and after school ends.
3. These devices shall be kept out of sight and powered off or silenced during the school day and during any school-sponsored activity. The requirement that personal electronic devices be turned off may not apply in the following circumstances when the student obtains prior approval from the principal or his/her designee:
 - A. The student has a special medical circumstance for self or family member.
 - B. The student is using the device for an educational or instructional purpose with the teacher's permission and supervision.
4. Students shall not use personal electronic devices on school property or at a school-sponsored activity to access and/or view internet websites that are otherwise blocked to students at school.
5. Student use of personal electronic devices that disrupt the instructional day may result in disciplinary action and/or confiscation of the personal electronic device following EASTERN Discipline Policy.

Unauthorized Use

Unauthorized use of personal electronic devices includes, but is not limited to, the following:

1. Possessing, viewing, sending or sharing video or audio information having sexual, violent or threatening content shall be prohibited and may result in disciplinary action and/or confiscation of the personal electronic device.
2. Transmitting school materials for unethical purposes such as cheating.
3. Any activity which may be in violation with the Eastern Center for Arts and Technology Bullying Prevention policy and procedural directive.
4. Use in areas where there is machinery, equipment, or an occupational safety concern.
5. Use may not interfere with students obtaining instruction, safety information, or inhibit communication.

School Staff Rights and Responsibilities

1. Eastern Center for Arts and Technology shall not be responsible for the theft, loss or damage to personal electronic devices brought to school.
2. EASTERN will have internal procedures for staff concerning confiscation of personal electronic devices. These procedures shall include, but are not limited to, expectations that the staff will immediately secure the device and turn the device into the school designated location, develop a process for parents/legal guardians to retrieve devices, and record when the device was confiscated and why.
3. School staff may confiscate personal electronic devices when such devices are being used in violation of this procedural directive and/or internal school procedure. Upon confiscation, school staff shall follow all school and school procedural directives and processes.
4. School administrators may search confiscated personal electronic devices and examine the content of students' personal electronic devices when there is reasonable suspicion of unauthorized or illegal use of the devices and may turn the devices over to the proper authorities for further investigation when warranted. When determining if a search is appropriate, administrators shall ensure the following conditions are met before conducting the search:
 - a. The search is reasonable at its inception. That is, when the context is such that it is clear that the student or students are clearly misusing the device and that the search of content would turn up evidence of the violation.
 - b. The scope of the search of the content is reasonably related to the objective of the search and appropriate in light of the age and sex of the student and the nature of the suspected violation.

Corrective Action

Corrective action shall be determined by procedures provided in the EASTERN Discipline Policy. Consequences may range from positive behavioral interventions to suspension and expulsion for repeated and/or severe violations.

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