PERSONAL ELECTRONIC DEVICES/CELL PHONES - HIGH SCHOOL

For further information on learner use of personal technology, please see district policy https://www.west-fargo.k12.nd.us/about-us/administrative-policy/acfg-ap-personal-electronic-devices-prohibition-during-the-school-day

West Fargo Public Schools holds high expectations for learner behavior, academic integrity, and responsible use of existing and emerging technology, such as cell phones, blue tooth glasses, smart watches, laptops, and other personal electronic devices capable of transmitting data or images. Learners who possess and/or use such devices at school or school-sponsored events shall demonstrate the greatest respect for the educational environment. Standards for responsible use:

- All personal electronic devices, including but not limited to cell phones and smart watches must be turned OFF and kept OUT OF SIGHT while on school property, from arrival until final dismissal bell. Any visible device, whether powered on or off will be confiscated.
- Buildings have the autonomy to determine if devices are stowed in backpacks or lockers.
- It is the learner's responsibility to secure their electronic devices to show care for their technology devices and personal information. The school is not responsible for lost or stolen items or individual service plan charges related to use of electronic devices.
- The use of cellular phones or other personal electronic devices is strictly prohibited in locker rooms and restrooms at all times of the day.
- Learners are expected to respect the network and adhere to the Acceptable Use Policy (AUP) when using school-issued electronic devices. Learners will be expected to access the district's Wi-Fi network via their iPad during designated school activities unless connections are unavailable.
- Photographing or recording of another person should be used only for educational purposes as defined by the educator. Any use of an electronic device for other than educational purposes will result in a consequence. Messages and photos on an electronic device are subject to viewing by administration given reasonable suspicion of a crime or school infraction.
- Use of a personal electronic device will result in the device being confiscated, and administration will adhere to the Code of Conduct:

    - **1st Offense** – Device to Main Office, student picks up after school
    - **2nd Offense** – Parent/guardian must pick up
    - **3rd Offense** – Parent pickup + behavior plan
    - **4th Offense** – Parent pickup + 1 day In-School Suspension (ISS)
    - **5th Offense** – Parent pickup + 1 day Out-of-School Suspension (OSS)
    - **6th Offense** – Transition to Virtual Program for the rest of the semester

- Learners may use school telephones to contact parents or caregivers if needed.
- Learners who need a personal device for medical needs will provide school administration with the necessary documentation.

The statements in this document are intended to provide guidance for daily procedures and practices in order to maintain order, efficiency, and continuity amongst our schools.