

Book	Policy Manual
Section	(P) PERSONNEL
Title	Policy P304 - Restrictions On Use Of Electronic Devices
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Status	Active
Adopted	March 13, 2013
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Policy Number: P304

Title: Restrictions on Use of Electronic Devices

Section: Personnel – All Employees - Welfare

EASTERN employees may possess electronic devices including, but not limited to, cellular telephones, cameras and personal digital assistants with video/camera capabilities within all of the buildings owned by EASTERN, on school grounds, in school vehicles and/or while participating in or supervising school-sponsored activities on or off school premises. The administration shall have the right to regulate the use of all electronic devices in addition to the following restrictions:

When engaged in instruction, electronic devices must be turned off or set in silent, non-vibrating mode.

Electronic devices must not be used to conduct any activities which violate state and/or federal law, Joint Committee policy or school rules.

Electronic devices must not be used in any manner which interferes with, or is disruptive to, educational or extracurricular activities or events.

Except when and where specifically authorized by their supervisor, use of electronic devices with video/camera capabilities is strictly prohibited from restrooms, locker rooms and in other areas where individuals would have a similar expectation of privacy.

Except when and where specifically authorized by their supervisor, employees are prohibited from both holding and using a cell phone or similar electronic device while driving a vehicle on EASTERN business or using power machinery.

Notwithstanding the rules set forth in the regulation for this Policy, electronic devices may be used at any time to respond to or report an emergency situation.

Employees found in violation of this Policy may be asked to relinquish their electronic devices. Employees are also subject to discipline in accordance with EASTERN procedures.

Adopted: 3/13/13

See also:

DP P304 - Restrictions on Use of Electronic Devices