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## USE OF PERSONAL ELECTRONIC DEVICES ON SCHOOL PREMISES

### Background

Inappropriate use of personal electronic devices can interfere with an individual's right to privacy, staff and student's right to a welcoming, caring, respectful and safe learning environment and the teaching and learning process. Therefore, principals have the responsibility to develop procedures for student activities inside/outside school buildings and during the transportation of students.

It will be the responsibility of parents to assist with student use of such devices and the responsibility of principals to ensure that parents are informed regarding approved use and notified promptly when misuse is chronic or of a nature deemed to require contacting the parent.

### Procedures

1. Division expectations for the use of personal electronic devices are:
  - 1.1 Principals will develop an acceptable use procedure outlining use of personal electronic devices on school premises during instructional and non-instructional times including the transportation of students.
  - 1.2 Respectful etiquette will be demonstrated by students using electronic devices during instructional and non-instructional periods including the transportation of students.
  - 1.3 Students are responsible for the safety, proper use and security of their personal electronic devices.
  - 1.4 The use of cameras and/or video associated with personal electronic devices is not permitted on school premises unless used for an instructional activity assigned by a teacher or supervisor.
  - 1.5 Guidelines for any/all instructional use of personal electronic devices, will be clearly articulated in school procedures.
  - 1.6 Students acting irresponsibly with their cell phones and/or other personal electronic devices will lose the privilege of having them on school premises.
  - 1.7 The school procedures must take into consideration the student population at the school.
  - 1.8 The approved use/non-use procedures must have clear expectations and consequences regarding inappropriate use and must be published appropriately to ensure all stakeholders are aware.
  - 1.9 School established use/non-use school procedures will be forwarded to the Superintendent by the Principal at the beginning of each school year.

Reference: Section 31,33,52,53,196,197,222 Education Act

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