

## Policy 3265: Student Owned Electronic Communications Devices - Updated July 2025

The Board adopts this policy to place controls on the use of student-owned electronic devices at school. The Board's priority is that all students are engaged in learning without distraction. Student use of electronic communications devices during school hours in school buildings and on school grounds should be as limited as possible.

By placing limits on the permissible use of such electronic devices, the Board intends to:

1. Promote student safety;
2. Support staff in maintaining an environment that encourages learning;
3. Reduce distractions in the learning environment;
4. Improve academic focus;
5. Promote responsible technology use;
6. Prevent cyberbullying;
7. Mitigate the privacy concerns posed by personal electronic devices;

This policy shall apply to any electronic device not issued by Vision Charter School that is capable of accessing the internet or sending an electronic message to another device, such as smart phones, other cell phones, Ipads, tablets, laptops, e-readers, smart watches, gaming devices, or wearable technology such as Meta glasses, smart glasses, augmented reality devices, audio wearables, lifestyle content and creation devices.

### Restrictions on Time and Location of Use

Students are **prohibited** from using cell phones or any personal electronic devices or accessories as listed above in the following times and places:

1. During all class time regardless of in or out of the classroom while on campus;
2. During passing periods regardless of in or out of the classroom while on campus;
3. During lunch for K-8th graders
4. In bathrooms, locker rooms, or changing rooms at all times;
5. Starting at 7:45 once inside the school building extending through the last bell of the day, not including 9th-12th graders during lunch time.

Students are permitted to use cell phones in the following times and places:

1. Before school until they enter the school building;
2. After school after they have exited the school building;
3. At school activities outside of school hours;
4. During lunch (9th-12th only)

Any use of an electronic device required by a student's 504 Medical Plan or Individualized Education Plan (IEP) shall be permitted regardless of whether it would otherwise violate this policy.

Students may use a personal electronic device in the case of an emergency to contact help. In this policy, an emergency is an event that poses an immediate threat to the health or safety of any person or a risk of damage to

property. If a student needs to use a personal electronic device in such an emergency, they should ensure they are in as safe a location as is feasible.

If a student's parent/guardian or their designee needs to contact a student in the case of an emergency at a time when student cell phone use is not permitted, the parent/guardian or designee should call the school office and

ask staff to relay the message or bring the student to the office to speak with the parent/guardian or designee by phone or in-person.

### Containment of Devices

When use of personal electronic devices is not permitted, such devices must be OFF & stored in:

1. The student's locker,
2. The student's bag or purse and out of sight

The Executive Director may set further procedures and rules to ensure this policy is followed. Students are responsible for safeguarding devices they bring to school. The School shall not be responsible for loss, theft, damages, or destruction of student owned devices or accessories brought onto school property.

### Use of Devices

Student-owned electronic devices shall not be used in a manner that disrupts the educational process, including, but not limited to, posing a threat to academic integrity or violating confidentiality or privacy rights of another individual.

Because power cords stretched out in classrooms become a safety issue both for the students and devices, charging the device with such a cord in any classroom, hallway, or any other location that may be a safety concern will be prohibited.

The use of cameras in any type of electronic device is strictly prohibited in locker rooms, restrooms, and classrooms unless a certified Charter School employee authorizes the student to do otherwise. Where students are allowed to use electronic devices, such as an afterschool event, they are required to obtain permission before taking a photograph or video of any individual. Students must also obtain permission from any individual appearing in a photograph or video prior to posting on any social networking site or other internet site.

Students found to be using any electronic communications device in any way to send or receive personal messages, data, or information that would contribute to or constitute cheating on any student assessment, project, or assignment shall also be subject to discipline for cheating. The student will receive a zero on the assignment and receive a discipline referral and associated consequences for cheating.

Students shall comply with any additional rules developed by the school and classroom teacher concerning appropriate use of personal electronic devices.

### Disciplinary Action

Students violating the provisions of this policy are subject to disciplinary action, which may include losing the privilege of bringing the device onto school property, detention, and/or confiscation of the device until it is retrieved by the student's parent/guardian.

The first violation per school year will result in having his/her electronic communication device and/or accessories including cell phone, video gaming device, smart watches, or any electronic communication device or accessories (blue tooth earbuds or headphones) confiscated and sent to the office, will have his or her parent called from the office, and the student may pick up the device at the end of the day from the office. This will be recorded as a warning.

The second incident will result in the electronic communication device and/or accessories being confiscated, sent to the office, parents called, parents must pick the item up from the office, and a detention will be given.

The third incident and all further incidents will be considered defiance and a disruption to the learning environment. The third incident will result in the electronic communication device and/or accessories being confiscated, sent to the office, parent called, parent must pick the item up from the office, and a discipline referral given with four days of detention.

The fourth incident will result in the electronic communication device being confiscated, sent to the office, parent called, parents must pick the item up from the office, and a discipline referral given with in-school suspension. The student loses the privilege of having the phone with them on campus and must turn it in daily at the office and pick it up at the end of each day.

The fifth incident will result in out of school suspension and a recommendation to the board for expulsion for defiance. When appropriate, police authorities may be contacted.

Students in grades k- 12th may access their electronic device before school prior to entering the building and after school once they have left the school building. Students may not access their personal electronic devices or accessories during the school day starting at 7:45AM unless they are a 9-12<sup>th</sup> grader in good standing, in which case they may access their electronic communication device during their lunch period.

#### Implementation & Review of Policy

The Board directs the Executive Director or their designee to inform staff, students, and parents/guardians about this policy and how it will be implemented. The Charter School shall make this policy publicly available on its website and shall include a link to this policy in a prominent location on the website.