

YORK CATHOLIC DISTRICT SCHOOL BOARD



BOARD POLICY	
<i>Policy Section</i> Students	<i>Policy Number</i> 222
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<i>Original Approved Date</i> March 4th, 2008	<i>Subsequent Approval Dates</i>

POLICY TITLE: PERSONAL ELECTRONIC DEVICES (PEDS) – STUDENT USE

SECTION A

1. PURPOSE

The York Catholic District School Board acknowledges that personal electronic devices (PEDs) are carried and used by students on a regular basis. The Board also recognizes that at times these devices can have a negative impact on a school environment. In an effort to:

- 1.1 Ensure an environment within our schools that is conducive to student learning and is respectful, safe, and protects individual privacy of both staff and students;
- 1.2 Promote and teach behaviour within our schools that demonstrates responsible and respectful use of these electronic devices,

the Board authorizes administration to implement a policy and related guidelines that regulate the use of personal electronic devices during the school day.

2. POLICY STATEMENT

It is the policy of the York Catholic District School Board that:

Secondary: all personal electronic devices (PEDs) carried by students shall be kept out-of-sight, turned off and not used during instructional time or in classroom/hallway areas. Students must have prior authorization from the school principal for use during school related activities.

Elementary: all personal electronic devices (PEDs) carried by students shall be kept out-of-sight, turned off and not used during the day. Students must have prior authorization from the school principal for use during school related activities.

3. TERMS AND DEFINITIONS

Personal Electronic Devices (PEDs) - include, but are not limited to, the following technologies: mobile communication systems (i.e. cellular phones), portable internet devices (i.e. Blackberry), portable entertainment systems (i.e. iPods, Gameboys), photo and/or audio devices (i.e. cameras, camcorders), laser pointers, and any other wireless technologies that are deemed by the principal or others to have a potential negative impact on school safety, privacy, academic integrity or a respectful environment.

4. CROSS REFERENCES

YCDSB Policy #202 – Student Discipline

YCDSB Policy #218 – Code of Conduct

YCDSB Policy #220 – Information Technology – Acceptable Student Use

5. RESPONSIBILITIES

5.1 Superintendents of Education: School Leadership

On an annual basis, review the guidelines and protocols with school administrators

5.2 School Principal

- a) Review the PEDs policy, guidelines and school practices with staff, students and parents at appropriate times throughout the school year.
- b) Review the conditions for exceptions to the policy with staff, students and parents.
- c) Offer assistance to any person(s) affected by the improper use of PEDs.

5.3 School Staff

- a) Demonstrate responsible use of PEDS; and
- b) Follow policy in the case of non-compliant students.

5.4 Parents

- a) Co-operate with the school to ensure that their children comply with the policy.
- b) Discuss with school principal in advance any emergency situation where a student is required to have access to a PED.

5.5 Students

- a) Understand and follow the policy.
- b) Accept the consequences for inappropriate use of a PED.

SECTION B

PERSONAL ELECTRONIC DEVICES (PEDS) – STUDENT USE

1. GUIDELINES

- 1.1 School community members shall be informed annually about the Personal Electronic Devices policy.
- 1.2 School administration and/or staff may authorize limited acceptable use of a personal electronic device during the school day or during school sanctioned activities. (e.g. legitimate medical reasons, specific programming purposes, lengthy bus excursions, co-curricular events, inclement weather).
- 1.3 When an exception is granted, it should be understood that the use of the personal electronic device is considered a privilege and breach of any terms and conditions associated with its use may result in cancellation of those privileges and/or disciplinary action.
- 1.4 Where a student fails to comply with this policy, (except in the case of 1.2 above) the following progressive protocol shall be followed:
 - a) Upon the first offense, the student will be reminded of the policy, asked to turn off the device, and put it out of sight;
 - b) Upon the second offense, the device will be confiscated by staff, stored in the main office, and the student or his/her parent or guardian will pick up at the main office, at the end of the school day.
 - c) Upon further offenses, the student will lose the privilege of bringing a personal electronic device to school for a period of time, as per School Code of Conduct, and may be subject to other disciplinary consequences as deemed necessary by school administration based on the circumstances surrounding the offense. The parent/guardian and student will be notified of this loss of privilege in writing.
- 1.5 Disciplinary action, including, but not limited to suspension or involvement of police services, may be imposed in response to any violation of this policy when deemed necessary by the administration based on the circumstances surrounding the offense.
- 1.6 A school community may wish to implement a process where students (parents) sign a form indicating their awareness of and consent to follow the policy.
- 1.7 Neither a school, nor the York Catholic District School Board, nor its agents, assume responsibility for the loss, recovery, damage, repair or replacement of any personal electronic device brought onto Board premises, on school excursions or while the PED has been confiscated.

- 1.8 Prohibited uses of personal electronic devices that may result in disciplinary action include, but are not limited to:
- a) Academic integrity being compromised (e.g. use during exams, tests);
 - b) Disruption to the instructional day or teaching-learning environment (e.g. phone ringing in class, use in classrooms, hallways);
 - c) Violation of a person's reasonable expectation of privacy including but not limited to:
 - use in washrooms/change rooms;
 - posting of a person(s) image(s) on the internet or in hard copy;
 - taking pictures of individuals without consent;
 - e-mailing pictures of individuals without consent;
 - sending inappropriate text messages.
 - d) Compromising personal and/or school safety (e.g. bullying);
 - e) Any other situation deemed by school administration where school security, safety, individual privacy or academic integrity are compromised.

Approval by Board	_____ March 4 th , 2008 <i>Date</i>
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Review Date	_____ March, 2011 <i>Date</i>
Reviewed By	_____ <i>Name</i>