

ENTHEOS ACADEMY

EXCELLENCE • SERVICE • LEADERSHIP

6306 ELECTRONIC DEVICE

Purpose

To ensure productive learning experiences for students and staff, Entheos Academy has acceptable parameters for the use of electronic devices during school hours, on school property, and during school-sanctioned activities.

Definitions

- I. “Electronic devices” include such devices as beepers, pagers, cell phones with or without picture-taking capacity, mobile communication devices, hands-free devices (ex: bluetooth, smartwatches), electronic readers, personal computers/Chromebooks, and gaming devices.
- II. “School” or “school events”
 - A. When students arrive on school property until students are released at the end of the school day/school activity
 - B. Including school-provided transportation to and from curricular activities and extracurricular activities, including athletic events
 - C. Fieldwork/Discovery/Adventure or other school-sponsored trips
- III. “Individualized suspicion”
 - A. Information that an individual has violated policy;
 - B. Generally required for constitutional search (including personal belongings);
 - C. Exceptions are possible when privacy interests implicated in search are minimal and where other safeguards are available;
 - D. Not as exacting in the public school setting as in criminal law.
- IV. “Reasonable suspicion”
 - A. Reasonable suspicion need not be based on a single factor but on the totality of the circumstances;
 - B. The aggregate effect of all information available at the time of the search;
 - C. Does not require absolute certainty, but only ‘sufficient probability,’ the sort of common-sense conclusion about human behavior upon which practical people are entitled to rely.
- V. “Medical reasons”

- A. Student's illness, with or without a health care professional's documentation
 - B. Student's recurring illness or medical problem(s)
- VI. "Instructional time"
- A. Hours during the school day designated by the school or school district;

Policy

Use of Electronic Devices

- I. Electronic devices may NOT be used during the school day, during school-sponsored activities, or transportation.
 - A. Students/parents are also on notice that confiscated electronic devices are subject to search by school administrators.
 - B. If students are found in possession of a prohibited electronic device, the device can be confiscated. Students will also be subject to school discipline.
 - C. Expectations may be made and documented by a school administrator for special circumstances as outlined below.

Exceptions

- I. Exceptions to general electronic device policy shall be made consistent with school district and school policies and the school administrator's judgment and discretion. Exceptions will only be made for compelling circumstances and only if offered expressly by the parent/requestor,
- II. Medical reasons
 - A. School administrators may give specific permission for written parental requests for students to possess electronic devices during the regular school day (or instructional time) for specific and documented medical reasons if the devices are in silent mode.
- III. Parent request
 - A. A parent may request an exception from this policy for a limited time period and only upon showing a documented and substantial need that cannot be satisfied by other means. Exceptions may be granted at the sole discretion of the school director or school director's designee and may be rescinded by the director at any time.
- IV. Teacher permission
 - A. Teachers may allow for limited use of electronic devices subject to prior written approval by the school director. Use must be for a defined period of time and directly related to an instructional activity. Permission may be rescinded effective immediately if students violate the policy outside of the designated class time.
- V. Emergency
 - A. Emergency use of electronic devices shall be limited to the provisions of this policy, e.g., to protect the safety of the student, other students, and school employees during the limited period of the emergency.

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- VI. Parents shall make written requests for exceptions to the school district/ school policy to the school director or school director designee prior to the student's need to possess or use an electronic device.

Consequence for Violation of Policy

- I. Parents and students are expected to be familiar with and support the policy at all times.
 - A. After a first and second confiscation, the student can retrieve an electronic device from the office at the end of the school day.
 - B. After a third or more confiscation, an electronic device can only be retrieved by the student's parent or guardian through making an appointment with a school administrator.
 - C. The school is not responsible for lost, theft, or security of devices.

Notice to Students and Parents of Policy

- I. Parents and students shall receive annual written notice of a school district's/school's electronic device policies. Written notice may be satisfied by posting the policy on the school district's/school's website, publishing the policy in a school handbook or directory, sending the policy to the student's home, or any other reasonable means.
- II. Parents and students shall receive annual notice of the policy;
 - A. Parents and students shall receive notice of changes in the school district/school policy in a timely manner and through reasonable means.
 - B. A copy of the most current policy shall be available in the school's main office and shall be posted online on the school website.
- III. Students and parents shall be notified that law enforcement may be contacted, at the school's discretion, if circumstances warrant such contact.

Confiscated Electronic Devices.

- I. Only school personnel may confiscate student electronic devices and will deliver them to the front office for retrieval by students/parents/guardians.
- II. If there is "reasonable suspicion" to search an electronic device, the device will be turned over to an administrator for searching. Such a search may include a review of text messages, photo files, social media, and recent, missed, or dialed calls.
- III. Administrators may search an electronic device if the device is found by an employee for the limited purpose of determining the device's owner.
- IV. Schools will make a good-faith effort to notify the parent(s) that the electronic device is in the school's possession. Parents will be expected to retrieve confiscated devices within seven school days.

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Other Provisions.

- I. Picture taking or recording by students with a personal device (or a school device without teacher/administrator permission), is strictly forbidden in school or at a school activity. Picture taking or recording by students is always forbidden in private areas, such as locker rooms, counseling sessions, washrooms, or dressing areas.
- II. If devices are borrowed or taken and misused by non-owners, device owners are jointly responsible for the misuse or policy violation(s).
- III. A student's penalties for violation(s) of an electronic device policy provision may vary depending upon the intentional nature of the violation, other disciplinary actions the student may have received, and specific circumstances of the violation.