



Cell Phones, Tablets, MP3 Players... and other Personal Electronic Devices Use and Possession

Parent Responsibilities

- Elementary school children (grades K -5) are not allowed to possess or use a personal electronic device (phone, tablet, mp3 player, etc.) at school, on the school bus, or on field trips UNLESS the parent and school have agreed to a plan for student possession and use.
- If you believe there is a reason that your child should have a cell phone, or other personal electronic device at school, you will need to apply to the Principal for permission.
- If your child is permitted to possess or use a personal electronic device at school, you must agree with a plan developed by you and the principal about appropriate use for your child including, but not limited to:
 - Where the device will be kept during the school day.
 - Under what circumstances the child may use the device.
 - The term or length of the agreement.
 - Consequences if the agreement is not followed.
- Teach your student prudent use and possession of the device.
- Support your school staff if your student's device is confiscated for failure to follow the agreed upon plan.
- Review appropriate use of the device with your student according to your agreed upon plan, and the following student responsibilities.

Student Responsibilities

- Leave your cell phone or music player at home unless your parent has a plan with the principal.
- Only use your cell phone or music player when your parent or principal says it is okay and only for the reasons that they say is okay.
- Don't let other students use your cell phone or music player.
- Don't take pictures or movies with your cell phone.
- Keep your cell phone put away when you are not allowed to use it according to your plan.
- Ask for help from a teacher, principal or other adult if you have problems.

Principal Responsibilities

- Inform Students, Staff, and Parents of Use and Possession rules on an annual basis.
- Work with Parents to establish specific plans for use upon parent request when family circumstances require special accommodations.
- Inform staff of agreements entered into allowing possession or use.
- Be consistent in enforcing district policies.
- Take appropriate disciplinary measures for students who fail to use devices according to the agreed plan.
- Take appropriate disciplinary measures for staff who intentionally or through gross negligence harm student personal devices.

Teacher Responsibilities

- Follow the terms of individual student and family plans regarding possession and use of personal electronic devices.
- If student behavior or improper possession necessitates the confiscation of a device, use ordinary and prudent care of the device in your possession and turn it in to the school office as soon as is practicable.
- Refer requests from parents regarding cell phone possession and use to your school principal.