

STUDENT PERSONAL ELECTRONIC DEVICES AND USE POLICY

- *The Tioga Public Schools assumes no liability for damaged, destroyed, lost and or missing cellular phones or personal electronic devices. Students and their parents are responsible for the safe keeping of all such devices including: cellular phones, listening devices, tablets, computers, image taking devices, or any type of electronic game or similar device.*

The Tioga Public School District recognizes that personal portable electronic devices are an integral part of our daily lives and can have the potential to positively impact a student's educational experience. The District also recognizes that personal electronic devices can have a disruptive and potentially dangerous impact on the school environment and that there is a responsibility to manage the use of these devices. Part of our challenge is to teach and learn proper etiquette in electronic usage.

The determination as to whether or not students are permitted to use personal electronic devices is at the sole discretion of the building Principal or designee. Input from staff members should be considered. Decisions as to how and when students may be allowed to use personal electronic devices will generally be dependent upon the purpose for which the device is intended. Other factors including the potential for disruption, violation of privacy, and embarrassment, the type of device being used, and the age of the student(s) may be considered when making a determination whether or not personal electronic device use will be permitted. Students do not have free gratis in the use of devices, and staff members are authorized to ask students to put devices away and/or confiscate when violating this policy.

Central Elementary School Students who have brought a device with them to school are to leave them in their backpack or turn them in to their classroom teacher or office during school hours. Tioga High School students are encouraged to leave them in their vehicles or lockers during school hours.

Device Categories:

1. **Educational Purpose** - Any device for which the primary function is an educational tool to assist in the delivery of curriculum, such as personal computers; tablet devices; e-readers; or other approved devices having an appropriate educational application. Permission to use these devices may be granted to students for educational purposes during instructional time when approved by the instructor or during non-instructional times when approved by the building Principal or designee.
2. **Communication Purpose** – Any device for which the primary function is communication, such as cellular telephones; smartphones; or other messaging device. Permission to use these devices may be granted to students for communication purposes during non-instructional time when approved by the building Principal or designee.

Definitions:

1. **Instructional Time** – The time identified in the daily schedule when students are assigned to a specific teacher and classroom for instruction or other educational purpose. This includes study halls, special programs, lyceums, class meetings, or any other activity held during the regular school day.
2. **Non-Instructional Time** – The time before or after the regular school day, passingtimes between classes, recess, or during lunch.
3. All personal electronic devices, regardless of category, must be kept off during instructional time unless:

- a) **The supervising teacher has granted explicit permission for its use;**
- b) **It is used in an emergency that is threatening the safety of students, staff, or other individuals.**

Students are not allowed to use any electronic device, from any device category, in a manner that is deemed by school personnel to be disruptive or potentially disruptive to the school environment. Disciplinary action may be taken against any student for using personal electronic devices in any manner that is disruptive to the educational environment, including using the device to harass, embarrass, threaten, or intimidate; to cheat; to signal others; or in any way violate student/staff member privacy or conduct rules.

All school acceptable use policies will apply to personal devices when used on school premises or when participating in school sponsored activities. (See Acceptable Use Policy)
Principals shall provide information regarding this policy in the student and teacher handbooks.

End of Tioga Public School District #15 FFI-AR Reviewed/Revised: May 16, 2016