

REGIONAL SCHOOL UNIT #38
Student Use of Cell Phones and Other Electronic Devices Procedures

1. Students are prohibited from using privately-owned electronic devices, including but not limited to cell phones, smartphones, handheld computers, MP3 players, and electronic games during classes and school activities, including study halls, field trips, and extracurricular activities.
 - a. During classes and school activities, all such devices must be turned off.
 - b. The only exception to this rule is when a teacher specifically authorizes students to use such personal devices for a specific purpose (such as entering an assignment in a device).
 - c. If this rule is violated, the teacher will immediately confiscate the device for the remainder of the day, and discipline may be imposed as provided below.
2. For high school students, cell phone use is prohibited except during lunch, between classes, and before and after school. Students are encouraged to put their phones in the plastic bins that are located in each classroom as they enter a room for class, study hall, or advisee time. They can pick the phones up as they leave the room at the end of class. If a student uses their phone during class time, or if their phone rings/vibrates during class, the office will be notified and the phone will be brought to the front office to be picked up at the end of the school day. If the student's phone is brought to the office on a second offense, a parent will need to pick the phone up and meet with an administrator. If a student does not want to put their phone into the bin in a classroom, they should not bring their phone to class. Students at the elementary and middle level are encouraged to not bring electronic devices to school. If they have them at school, they must be turned off and brought to the office, kept in a book bag, or placed in a locker depending on individual school rule.
3. The use of cameras, or the camera/video function on any device is strictly prohibited in locker rooms, restrooms, and classrooms. In other school locations, students are required to obtain permission before photographing or taking videos of any individual.
4. Any use of cell phones and other electronic devices that violate Board policy, administrative procedure, or school rules is strictly prohibited. In addition, accessing, viewing, submitting, forwarding, downloading, or displaying any materials that are defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing, bullying and/or illegal is prohibited.
5. Student cell phones and other electronic devices may be subject to search if there is reasonable suspicion that a student is violating Board policies, procedures or school rules, or engaging in other misconduct. School administrators may confiscate electronic devices for as long as necessary to complete their investigation.
6. Students violating these rules will be subject to discipline, which may include:
 - a. Exclusion of the device from school for an extended period.
 - b. Sanctions ranging from detention to expulsion from school depending upon the nature of the offense and the student's disciplinary record.
7. The school unit is not responsible for damage, loss, or theft of any privately owned electronic devices.