

SUBJECT: **Student Acceptable Use of Communication or Electronic Devices**
NUMBER: **5025.3**
SUPERCEDES DATE:
EFFECTIVE DATE: **September 5, 2012 (Reviewed 05/02/2023)**

I. POLICY

It is the policy of St. John School to ensure technology use by students is consistent with the values of our faith community.

II. PURPOSE

It is the purpose of this policy to ensure the students' rights to learn and engage in school activities without distraction or disruption from the use of both two-way communication devices and other personal electronic devices and equipment.

III. RESPONSIBILITY

St. John School recognizes the legitimate safety purpose in cellular phones and other communication devices. It is the responsibility of the principal to establish the acceptable use guidelines for non-disruptive use of personal electronic devices during the school day or during school activities for safety, medical, or other legitimate uses.

IV. PROCEDURE

- A. Students are prohibited from using personal communication devices or other personal electronic devices during the school day from 7:30 a.m. until 3:15 p.m. unless authorized by a teacher or staff member. Devices must be off or silenced and stored in lockers or out of sight during the school day.
 1. Communication devices include, but are not limited to, cell phones, Smartphones, pagers/beepers, personal digital assistants, WiFi-enabled or broadband access devices, two-way radios or video broadcasting devices, iPods, tablets, laptops, and other devices that allow a person to record and/or transmit sound, video or still images, text, or other information.
 2. Electronic devices include, but are not limited to, cameras (photographic and/or video), radios, headphones, portable CD/MP3 players, DVD players, and electronic games/toys.
- B. Students are prohibited from using communication and/or electronic devices to capture, share, or post the words or images of any student, staff member, or other person in school in a manner that may be physically, emotionally, or mentally harmful to that person.
- C. At no time may any communication or other electronic device be utilized by a student in a way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed, or intimidated.
- D. Communication and electronic devices may not be activated or utilized at any time in any school situation where a reasonable expectation of personal privacy exists (i.e., locker rooms, shower facilities, restrooms).
- E. The inappropriate use of cameras, wireless communication devices, and other electronic devices by students while off campus is subject to disciplinary action if the use of the device threatens a likelihood of disruption in school or results in disruption in school. Disciplinary action may be taken if a student engages in cyber-bullying or inappropriate action on a website or blog.
- F. Students are solely responsible for the care and security of their communication and/or electronic devices. St. John School assumes no responsibility for theft, loss, damage, or vandalism to these devices brought onto its property, or the unauthorized use of such devices.
- G. Violation of this policy by students will result in disciplinary action. Communication and electronic devices used inappropriately may be confiscated and held by school officials for return to parent/guardian of the student, retained for disciplinary reasons, or turned over to law enforcement officers. The administration reserves the right to search a device that has been confiscated in order to determine if it was used to cheat or used for any other inappropriate use.