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# PROGENY ACADEMY

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## POLICY 525: STUDENTS' POSSESSION AND USE OF CELL PHONES/PERSONAL DEVICES IN SCHOOL

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### I. PURPOSE

The purpose of this policy is to set forth expectations regarding students' possession and use of cell phones and personal devices in schools.

### II. POLICY STATEMENT

The Board recognizes the shared responsibility of staff, parents, and the community in educating students about the effects of social media and cell phone use. Effective management of these tools is critical, as is instilling a sense of responsibility and digital citizenship in our students. As they progress through our educational system, it is essential to provide age-appropriate guidance on the use of social media, helping them understand its impact on their mental health, academic performance, and social interactions. By working together with parents, Nasha Shkola can ensure that students develop the skills and knowledge necessary to navigate the digital world responsibly and successfully. More importantly, Nasha Shkola will provide a distraction-free classroom environment where students can thrive academically. The school's leadership and commitment to this cause are vital for fostering a safe and supportive learning environment.

### III. DEFINITIONS

Electronic devices in this policy include Telephones, Cell Phones, Headphones, Earbuds, iPods, e-readers, Smartwatches, iPads, Tablets, Gaming Tablets, etc.

### IV. EXPECTATIONS

A. Students who choose to bring a cell phone or personal device to school must turn it off and keep it in their backpack or locker during the entire academic school day, including lunch and recess.

B. Students who need to contact their family during the school day must ask permission to use a school phone. Parents are encouraged to contact the main office to relay any messages.

C. Students assume the risk of damage, theft, or loss when choosing to bring a cell phone or any other electronic device to school.

D. Students may use their cell phones or personal devices before and after the academic school day. This includes:

E. checking in and responding to family members.

F. sending and receiving appropriate communication with friends.

G. sharing school-appropriate material with friends.

H. Cell phone/personal device use is not permitted in bathrooms.

I. Phone/personal device usage during lockdown and fire drills is prohibited.

J. Using a cell phone to record or take photos of staff members or other students is not allowed, including on the bus, without permission.

K. Recording or taking photos of classmates with the intent to bully or harass, including on the bus, is not permitted.

L. Using social media, apps, or any other function of a cell phone/device to spread rumors, bully, make fun of, exclude, or create a disruption in school or outside of school is not permitted.

M. Sharing or asking classmates for inappropriate content is not permitted.

N. Disabling a cell phone or computer to thwart an investigation of a disciplinary matter will result in disciplinary action.

O. The school reserves the right to inspect a student's electronic device, through proper legal channels, if there is reason to believe the student has violated school policies or engaged in misconduct while using the device.

P. Cell Phone Guidelines for off-campus school activities (i.e. extracurricular activities, school field trips) will be individualized depending on the specific trip and activity. These expectations will be addressed at pre-trip meetings and/or on trip-specific permission slips.

## **V. EXTENUATING CIRCUMSTANCES**

A. Students who use their cell phone to monitor a medical condition (i.e. diabetes, epilepsy) may have their cell phone with them at all times but must adhere to all other expectations of the cell phone policy. Please contact school administration if there is an essential need for a phone for approval.

- B. In the case of medical necessity or emergency, a student should have a health plan or prior approval.

## **VI. VIOLATION**

By following these guidelines, students will help maintain a focused and respectful learning environment. Failure to comply with these guidelines will result in disciplinary actions as described below.

- A. First Offense: Staff member turns the phone into the front office for the remainder of the school day. STUDENT picks up.
- B. Second Offense: Staff member turns the phone into the front office for the remainder of the school day. PARENT picks up.
- C. Third Offense: Staff member turns phone into the front office for the remainder of the school day. PARENT picks up.
- D. Fourth Offense: Cell phone plan created. Phone may be held by administration during days or not allowed on site. Parents/Guardians devise a plan together with the school administration. or Phone is no longer allowed on site.

***Legal References:*** Minn. Stat. §121A.73

ADOPTED: October 12, 2024