

# DuPont Manual High School

## Personal Telecommunication and Electronic Media Devices Policy PILOT

### SBDM Rationale:

At DuPont Manual High School, it is our mission to prepare every student for postsecondary education. Part of preparing our students for the future is teaching them to be responsible digital citizens and to use technology appropriately. Personal telecommunication and electronic media devices, such as cell phones, are part of the technology that can be a benefit to the education of students, and an asset to student learning. As educators, we need to assist students with mature management of these devices at school to better prepare them for postsecondary life. Students need to understand both respectful ways to use electronics, and how to make good choices when confronted with the temptation of a media device. As adults, we balance the use of these devices with the environments with which we interact. A progressive approach to media usage will not only teach and model mature management, but also provide endless learning opportunities that are relevant to the technology our students enjoy and use.

### Policy:

A student at DuPont High School may activate and display a personal telecommunication and electronic media device on school property. **The device should be on silent at all times.** The goal is to maintain an academic focus in classrooms and other study areas while respecting the needs of our students to have reasonable access to their cell phones. The following policy for personal electronic device use is in a pilot phase (trial period), and may be revised following data collection related to the use of these devices at DuPont High School. To ensure an appropriate academic environment inside and outside the classroom setting, it is essential to adhere to the guidelines below. This policy is necessary to ensure respectful and non-disruptive use of personal electronic devices at DuPont High School.

Devices may be confiscated by an administrator if the situation involves suspicions of violence, harassment, danger to a student, or any other zero tolerance issue. If the problem is recurring, privileges may be discontinued for a period of time or permanently. If a student makes poor choices on how they handle their interactions with a teacher, other adult, or administrator, in regard to any personal electronic device, they will be subject to further discipline.

### Guidelines

- The use of personal electronic devices in the classroom is **COMPLETELY** at the choice and approval of the teacher. Charging of personal electronic devices will also be at the teacher's discretion.
- Placing or receiving voice or video phone calls is prohibited.
- DuPont High School, faculty and staff, will not be held responsible for any physical damage, loss, or theft of the personally owned device. (JCPS Code of Conduct and Student Bill of Rights)
- The use of camera and video functions are forbidden at any time unless clearly defined within an instructional activity and with the permission of the teacher.
- Students will **not** be allowed to use devices in ISAP, Time Out, or SOS for any purpose.
- Students will respect the teacher's/adult's requests if there are concerns about usage at inappropriate times. If a student is not being respectful of the instructional setting, or not following an adult's directives, a referral will be written and the student will meet with an administrator. **Failure to Follow a Teacher Directive**
- Students may not access, submit, post, publish, forward, download, scan, or display defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing, bullying, and/or illegal materials or messages on any electronic device.

### Etiquette

- Personal electronic devices may be used during class changes in the common hallways and in the cafeteria. Use of external speakers on electronic devices is prohibited in these areas
- Students using personal electronic devices in any manner that disrupts the educational environment or violates the rights of others will be subject to disciplinary action.

### Assessment

- The use of personal electronic devices during **ALL** assessment times is prohibited, even if the student has finished his/her assessment.

OCT 21 2013

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SCHOOL BASED DECISION MAKING  
Policy Format

**School:** DuPont Manual High School/ YPAS  
**Subject of Policy:** Telecommunications Devices

**Policy Statement:**

A student in the Jefferson County Public School District may not/use/activate and/or display a telecommunication device on school property during the course of the instructional day unless he/she is acting in the capacity of a volunteer fire fighter or Emergency Medical Service worker. Telecommunications devices include pagers, cellular phones, and other telecommunications devices as defined by KRS 158.165. This offense will be treated as "refusal to follow directives" under the Code of Acceptable Behavior and Discipline. In addition, the telecommunications device will be confiscated by an administrator, and may only be returned to the parent/guardian. The use of iPods and other personal music devices is also prohibited during the instructional day. Students are responsible for keeping up with devices they bring to school. Manual/YPAS administration/faculty and staff will not be responsible for theft of student cell phones, iPods, and other electronic devices brought to school. Due to time constraints, Manual/YPAS personnel will not investigate allegations of theft; funds are not available to hire investigative personnel. Students may report these incidences to the police. The District shall not be responsible for loss, theft, or destruction of devices brought onto school property. This prohibition pertains to the entire school grounds, including any area outside or between Manual or YPAS.

Date of First Reading: \_\_\_\_\_

Date of Second Reading: \_\_\_\_\_

Date Adopted: \_\_\_\_\_

Signature: \_\_\_\_\_ (Revised 1/6/10)  
(SBDM Council Chairperson)

JUN 24 2011

SCHOOL BASED DECISION MAKING  
Policy Format

JUN 24 2011

School: duPont Manual High School  
Subject of Policy: Electronic Devices Policy Revision

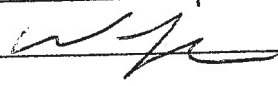
Policy Statement:

1. Three Offense Levels – (All levels require that the teacher writes a referral)
  - a. 1<sup>st</sup> Offense – Students receives 3 detentions and will receive the electronic device back when they serve their last detention.
  - b. 2<sup>nd</sup> Offense – Student will receive 6 detentions and a parent must pick up the electronic device AFTER the detentions have been served.
  - c. 3<sup>rd</sup> Offense – Student will be sent to STOP and the parent must pick up the electronic device after STOP is served.
  
2. If the parent requests that the electronic device be returned to the student with valid reasoning it will be to the discretion of the administrator and the consequences for the student will go up an offense level (example: If 1<sup>st</sup> offense they have 2<sup>nd</sup> offense consequences).
  
3. The instructional day, as related to enforcing the electronic devices policy, will begin as soon as the students walk into the building and end at 2:20 pm.
  - Laptops will be considered as electronic devices and are not allowed once the students enter the building.

Date of First Reading: May 4, 2011

Date of Second Reading: June 8, 2011

Date Adopted: June 8, 2011

Signature:   
(SBDM Council Chairperson)