**Sunset Elementary Electronic Device Policy**

**Scope:**

Sunset Elementary is a one-to-one school. This means that every student at Sunset has access to an electronic device during the school day. This policy is for student and employee use of electronic devices.

Electronic devices have become a common means of communication and information access today. However, these devices have the potential of disrupting the daily activities at school. The school has created this policy to govern the possession and use of electronic devices on school premises, during school hours, at school sponsored activities, and on school transportation.

**Definition:**

For the purposes of this policy, “Electronic Device” means a device that is used for audio, video, or text communication or any other type of computer or computer-like instrument including: (1) a smart phone; (2) a smart or electronic watch; (3) a tablet; or (4) a virtual reality device.

“District-owned electronic device” means a device that is used for audio, video, text communication, or other type of computer or computer-like instrument that is identified as being owned, provided, issued, or lent by the District to a student or employee.

“Privately-owned electronic device” means a device that is used for audio, video, text communication, or other type of computer or computer-like instrument that is not owned or issued by the District to a student or employee.

**Possession and Use:**

Student may possess and use electronic devices at school by adhering to the following:

1. Students adhere to the District Acceptable Use Agreement. This must be signed and turned in to the school before using District-owned electronic devices.
2. Student may possess electronic devices at school and school sponsored activities if the device is powered down and kept in a backpack.
3. Use of electronic devices during the school day, including recess and lunchtime, is prohibited. They must be completely powered down, turned off and kept out of sight.
4. Students may use electronic devices before 8:45 a.m. and after the final bell of the day if it doesn’t create a distraction or disruption.
5. Use of electronic devises on school busses is at the discretion of the bus driver. Distracting behavior that creates unsafe conditions will not be tolerated.
6. Use of electronic devices is not allowed on any other portion of the school campus at any time, including school-sponsored activities, unless an emergency as defined by the school staff exists.

**Prohibitions:**

Electronic devices shall not be used in any way that threatens, harasses, bullies, humiliates, invades privacy or intimidates school-related individuals, including students, employees, and visitors, or violates local, state, or federal law. Electronic devices may not be used during any Utah student academic assessments unless specifically allowed by law, student IEP, or assessment directions.

Camera or audio recording functions of electronic devices may pose threat to the personal privacy of individuals, used to exploit personal information, and or compromise the integrity of educational programs. Accordingly, the use of the audio recording or camera functions of electronic devices is always strictly prohibited on school premises.

**Confiscation:**

If a student violates this policy, his/her electronic device may be confiscated. When an employee confiscates an electronic device under this policy, he/she shall take reasonable measures to label and secure the device and turn the device over to a school administrator as soon as the employee’s duties permit. The electronic device will be released/returned to the student’s parent/guardian after the student has complied with any other disciplinary consequences.

**Security and Devices:**

Students shall be personally and solely responsible for the security of electronic devices brought to school. The school shall not assume any responsibility for theft, loss, damage, or unauthorized calls made with an electronic device. If devices are loaned to or borrowed and misused by non-owners, device owners are jointly responsible for the misuse or policy violation(s).

**Potential Disciplinary Action:**

* At the discretion of administration, violation of this policy may result in discipline up to and including suspension or expulsion, and notification of law enforcement authorities.
* A student who violated this policy may be prohibited from possession of an electronic device at school or school-related events.
* Confiscation of devices for increasing periods of time for subsequent violations.
* In-school suspension.
* Out of school suspension.
* Notification of law enforcement, at school’s discretion, if circumstances warrant such notification.

**Exceptions:**

With prior approval of the principal, the above prohibitions may be relaxed under the following circumstances:

* The use is specifically required to implement a student’s current and valid IEP.
* The use is at the direction of a teacher for educational purposes.
* The use is determined by the principal to be necessary for other special circumstances, health-related reasons, or emergency.