

Warren Consolidated School District

CELL PHONES AND ELECTRONIC COMMUNICATION DEVICE PROTOCOL

(Attachment 3)

The following procedures are to be used in implementing the District's cell phone and electronic communication device (ECD) policy:

- A. The student takes full responsibility for his or her device and must maintain possession of the EDC at all times. The District is not responsible for the security of the device, including loss, theft, or damage. The District will not reimburse a student for devices that are lost, stolen, or damaged.
- B. Electronic Communications Devices (ECDs) are defined as devices capable of transmitting or receiving an electronic or digital signal, which include but is not limited to: cell phones, tablet devices, pagers, beepers, wireless internet/e-mail capable PDAs, laptop computers, portable games that transmit a signal, or peripherals, e.g., headsets, wireless phones. This protocol is not intended to limit or exclude the intended use of Adaptive Technology; e.g. units for the hearing impaired.
- C. "Using" ECDs refers to making or receiving calls; holding the ECD in view; utilizing any messaging function; utilizing any app or program; transmitting any type of recording; causing the emission of noises from the ECD; and any other behavior involving the ECD beyond mere possession with the device turned "off" or in sleep mode.
- D. "Use" is only permitted in designated zones as determined by school administrators. Students must comply with school staff requests to shut down the electronic communication device or close the screen or otherwise cease using the device if requested.
- E. Recording still or video images is prohibited on school properties, at school related activities, or in school vehicles unless specifically authorized by a staff member or otherwise permitted due to the public nature of the activity. All such recording shall take place under supervision of the authorizing staff member. Administrators may require students to delete photos or videos not taken under supervision or which would otherwise violate the student Code of Conduct
- F. Any instance of use of an ECD or a recording device in locker rooms and restrooms is strictly prohibited, and the student is subject to further disciplinary action up to and including expulsion.
- G. Any inappropriate use of an ECD including outside the building will be subject to disciplinary measures.
- H. Failure to read and sign this agreement will disqualify a student to possess and/or use a personally owned ECD in school buildings during school hours.

First Offense: ECD is taken for the remainder of the day and a parent/guardian may pick up device by appointment before or after school. Failure or refusal of the Student to relinquish custody of the ECD to a requesting staff member shall result in a suspension for the remainder of the day and may result in additional disciplinary action depending on the egregiousness of the student's defiant behavior.

Second or Subsequent Offense: ECD is taken for the remainder of the day and a parent/guardian may pick up device by appointment before or after school. Due to the disruption of the school environment caused by a repeat violation of this policy, the Student may face disciplinary action as deemed appropriate by administration. Failure or refusal of the Student to relinquish custody of the ECD to a requesting staff member shall result in a suspension for the remainder of the day and may result in additional disciplinary action depending on the egregiousness of the student's defiant behavior.

Student Name: _____ Date: _____

Parent Signature: _____

Student Signature: _____

Warren Consolidated Schools Internet Acceptable Use

As a student, I have read the Acceptable Use Guidelines. I agree to follow the rules contained in this guideline. I understand that if I violate the rules, my account can be terminated, and I may face other disciplinary action.

PARENT OR GUARDIAN SECTION

As the parent or legal guardian of the student signing below, I have read the Acceptable Use guidelines and grant permission for my child to access the internet.

I understand that Student Directory information or personal information about my student will not be published on the internet or district sponsored web sites.

I understand that the WCS computing resources are designed for educational purposes. I also understand that it is impossible for Warren Consolidated Schools to restrict access to all controversial materials, and I will not hold them responsible for materials acquired on the network. It is further understood that students and their parents/guardians may be liable for violations.

WCS Board of Education Code of Student Conduct Parent Review

By signing below, you are stating that you have read, discussed, and understand the contents in the Code of Student Conduct.

Student Name (please print) _____

Student Signature: _____

Parent Name (please print) _____

Parent Signature: _____

Date: _____

All of the listed documents (Cell Phones and Electronic Communication Device Protocol, Code of Student Conduct, and Student Network and Internet Acceptable Use and Safety) are available for review at www.wcskids.net under the Parents/Students tab.