



Background

Openness to new and future technologies creates opportunities for many constructive and positive uses that can aid the instructional process. The regulated use of some personal communication devices in the School and community may contribute to the safety and security of students and staff. However, unregulated use of such devices may pose a risk to personal safety, disrupt instruction, invade personal privacy, and compromise academic integrity.

Procedures

1. Personal Communication Devices (e.g. Smart Phones) are not to be operated during instructional time, or School sponsored activity, such as an assembly unless such use facilitates the learning activity and is approved by the teacher.
 - 1.1 Normally, PCDs are to be stored in silent mode during instruction and School sponsored activities.
2. PCDs are not to be taken into test or examination settings, unless students have been given permission to do so.
3. PCDs are not to be used in settings such as change rooms, washrooms, private counseling rooms, or situations where a person's reasonable expectation of privacy may be violated.
4. Student use of PCDs is subject to the Student Code of Conduct and violations will result in disciplinary action.
5. When staff bring PCDs to School, they are expected to comply with Administrative Procedure 140 – Use of Information and Communication Technology.
6. In the event of an emergency, such as a lockdown or an evacuation, the Principal will develop and inform the School community of the acceptable use of PCDs in the emergency situation.
7. PCDs are valuable electronic devices. The security and storage of these items is the sole responsibility of the owner/user. The School assumes no responsibility for the safety, security, loss, repair or replacement of PCDs.
 - 7.1 PCDs that are removed temporarily from students by teachers or administrators must be securely stored until returned to the student

Reference:

Education Act Sections 2, 33, 53, 56, 196, 197, 222
Freedom of Information and Protection of Privacy Act
Canadian Charter of Rights and Freedoms
Copyright Act
Service Alberta