

# PENN MANOR SCHOOL DISTRICT

SECTION: PUPILS

TITLE: ELECTRONIC  
COMMUNICATION DEVICES

ADOPTED:

REVISED:

237. ELECTRONIC COMMUNICATION DEVICES	
1. Purpose	<p>The School Board believes that students should have an educational environment free from unnecessary disruptions, distractions and threats. The School Board has determined that the presence of personal electronic devices in schools have the potential to distract students from their primary purpose of receiving education and otherwise disrupt the educational environment. Therefore, the School Board adopts this policy to establish reasonable rules and regulations to authorize students to possess personal electronic devices in school while still ensuring the presence of these devices do not disrupt the educational environment or are used to distract, harass or threaten other students or staff.</p>
2. Definitions	<p>The following definitions shall apply for purposes of this policy:</p> <p>“Personal Electronic Device” or “PED” is an electronic device that emits an audible or visual signal, displays a text message, visual image or otherwise summons the user of the device in some manner. This definition of this term includes, but is not limited to, CD/DVD/audio cassette tape players, cellular telephones, digital audio players (iPods or MP3 players), digital cameras, digital video recorders, electronic e-mailing devices, laptop computers, tablet computers (iPads and similar devices), pagers, portable game players, radios, smart phones, video cameras or any device that provides a wireless connection to the Internet.</p> <p>“Use” shall mean any of following: (1) carrying or possessing a personal electronic device that is either visible (regardless if it is “on” or “off”) or can be heard; (2) a personal electronic device that emits an audible signal, vibrates, is in “sleep mode,” displays a message or otherwise summons the device user. A personal electronic device in an “off” position and stored out-of-sight in a backpack, book bag, locker, pocket, purse, vehicle, etc. shall not be deemed “in use.”</p>
3. Guidelines	<p>A. Prohibitions Against Use of PEDs in School</p> <p style="padding-left: 40px;">a. Students shall not use personal electronic devices during instructional and non-instructional times during the school day, which includes home room, study halls, lunch periods and the time between classes,</p>

*unless* a teacher or school administrator has authorized a student's use of personal electronic device in the classroom for instructional purposes.

- b. Students shall not use personal electronic devices in locker rooms, lavatories or the nurse' office for any reason.
- c. Students shall not engage in the unauthorized audio or video recording of another person during the school day.
- d. Students shall not use personal electronic devices to bully, harass or threaten another person in violation of school district policies and rules.
- e. Students shall not use personal electronic devices to take, display or transfer video images depicting nude or partially nude individuals. Students who have received such images, and who are not otherwise involved in the taking or distribution of such images, may report such activity to school officials without violating this policy.

B. Permissible Use of PEDs in School

- a. Students may use personal electronic devices in the classroom during the school day for instructional purposes if, and only if, they have the prior permission of the teacher or building administrator to do so.
- b. Students may use personal electronic devices outside of the school day, so long as such use does not:
  - i. disrupt school activities;
  - ii. violate any of the prohibits set forth in this policy;
  - iii. violate the state or federal law; or
  - iv. any other school policy or directive associated with a student's participation in interscholastic athletics, extracurricular activities or school-sponsored trips.
- c. Students who serve as members of volunteer fire company, ambulance or rescue squad may use personal electronic devices during the school day for the exclusive purpose of being called by their company or squad in order to response to an emergency, if the students have received the prior permission of their building principal.
- d. A student who has an Individualized Education Plan ("IEP") or Section 504 plan may use a personal electronic device during the school day, if the authorized plan expressly contemplates the student's use of the device for instructional purposes and the device is be used in a manner

consistent with stated purpose in the plan.

- e. Coaches of interscholastic athletic teams and sponsors of extracurricular activities shall have discretion to regulate and limit student use of personal electronic devices while participating in interscholastic athletics, extracurricular activities and school-sponsored trips.

C. Loss or Damage to Personal Electronic Devices

Students are solely responsible for safe storage of the personal electronic devices that they choose to bring to school. The School District shall not be liable or responsible for the loss or damage to any personal electronic device that a student brings to school, interscholastic athletics events, extracurricular activities or school-sponsored trips or any financial loss stemming from the confiscation of a personal electronic device as a result of a policy violation.

D. Enforcement of Policy

Building administrators are authorized and required to enforce this policy and any administrative guidelines under this policy.

E. Penalties for Violations

Building principals, teachers and security personnel are authorized to confiscate a student's personal electronic device when used in violation of this policy. All confiscated personal electronic devices shall be delivered to the building principal's office as soon as practical for return to student at the end of school day or the student's parent/guardian for a second or subsequent offense.

School administrators may impose additional disciplinary sanctions against students for policy violations, including suspensions from school or recommendations for expulsion from school as warranted by the facts and circumstances in a particular case.

F. Development of Administrative Guidelines

The Superintendent of Schools or his designee may develop administrative guidelines to implement this policy. The Superintendent shall ensure that students are made aware of this policy and any administrative guidelines by means of each school's student handbook or other reasonable means of written communication.