



# SUDBURY CATHOLIC DISTRICT SCHOOL BOARD

165A D'YOUVILLE STREET, SUDBURY, ONTARIO P3C 5E7 tel. (705) 673-5620 fax (705) 673-6670

<http://www.scdsb.edu.on.ca>

**ADMINISTRATIVE  
PROCEDURES  
AND GUIDELINES  
APG #SS15**

**PERSONAL ELECTRONIC DEVICES  
(PED's) - STUDENT**

## **PREAMBLE**

As part of the Board's strategic commitments we recognize that we are called to live a culture of learning for all. This culture of learning requires each stakeholder within the Board to encourage and support students in their pursuits of excellence. While the Board recognizes that PEDs are a valuable communication device, it must also ensure the appropriate delivery of education and the right to access education in a non-disruptive manner for all.

In the spirit of creating a positive Catholic climate for all our school communities, with the aim of improving student achievement, increasing school safety, and protecting individual privacy, the Board will regulate the use of Personal Electronic Devices (PEDs).

The purpose of this Administrative Procedure and Guideline is to manage and provide guidelines for the appropriate use of PEDs.

The Board requires all schools to include in their student/parent handbooks the Board PED APG.

## **DEFINITIONS**

Personal Electronic Devices (PEDs) are wireless and/or portable electronic handheld equipment that include, but are not limited to, portable computer devices, existing and emerging Mobile Communication Systems and Smart Technologies (cell phones, smart phones, walkie talkies, pagers, etc. ), Portable Internet Devices (mobile managers, mobile messengers, Blackberry handsets, etc.), PDAs (Palm organizers, pocket PCs, etc.), handheld entertainment systems (video games, CD players, compact DVD players, MP players, iPods, iPads, Walkmen, etc.) digital or film cameras, digital or analogue audio recorders or video recorders (tape recorders, camcorders, etc.) and any other convergent communication technologies that do any number of the previously mentioned functions.

**Effective Date: September 1, 2010**

**Revised Date:**

## SCOPE OF THE APG

This APG covers all student use of PEDs.

This APG does not apply to the authorized use of photographic/video and audio recording of school events including but not limited to sports, athletic, graduation, theatrical productions or other similar events as determined and approved by the Board or the school Principal.

## GUIDELINES

### Student Use

<b>1.1</b>	The school Principal, in conjunction with the support of all school staff, is responsible to ensure the implementation and management of this APG at the school level.
<b>1.2</b>	The visibility and acceptable use of PEDs by students in the school or on school premises shall be authorized by the Principal, in consultation with school staff, and shared with staff and students.
<b>1.3</b>	Students will ensure that PEDs are powered off and kept out of sight during the school day except in areas and for purposes authorized by the principal in consultation with staff.
<b>1.4</b>	In the event that an emergency is occurring, the Principal will provide instruction to the school community pertaining to the acceptable use of PEDs for the specific emergency only.
<b>1.5</b>	PEDs will under no circumstances be used by any student for the capture of photo, video or audio recording or for sharing/posting of individuals or groups without the express authorized permission of those involved and/or captured or as authorized under "Scope of the APG" and the Student Acceptable Use of Information Technology Agreement.
<b>1.6</b>	The use of PEDs for the purpose of sending/receiving/checking personal text messages or for cell phone communication is prohibited during classroom and instructional time.
<b>1.7</b>	The use of PEDs in a manner that facilitates crime under the federal, provincial and/or municipal statutes is strictly prohibited and shall be subject to discipline and/or the reporting of any such incidents to the police services.
<b>1.8</b>	Failure to comply with the Student Acceptable Use of Information Technology may result in the loss of computer/network privileges, financial compensation to the Board, pursuance of criminal charges, and/or other disciplinary action consistent with the School/Board Code of Conduct, Board Policy, and/or the Education Act.
<b>1.9</b>	The Board will not service a student's PED, nor will it be liable in the event that the device is lost, stolen, damaged, or otherwise rendered inoperable.
<b>2.0</b>	<b>References and Related Administrative Procedures and Guidelines (APGs):</b> Review paper written by T. J. Pulgiese Huron-Superior Catholic District School Board Policy 7011 -A APG#SS12 Progressive Discipline and Promoting Positive Student Behaviour APG #HR31 - Personal Electronic Devices - Employee Use APG#SS18 - Student Acceptable Use of Information Technology Agreement