

	<b>Chinook's Edge School Division – Administrative Procedure</b>	
	<b>AP 1 – 24 Cameras, Cell Phones and Other Electronic Communication Devices</b>	
<b>Related Policies:</b>		<b>Initial Approval:</b> 2008 October 27
<b>Related Procedures:</b>		<b>Last Amended:</b>
<b>Exhibits:</b>		<b>Last Reviewed:</b> 2019 November 25

**PURPOSE**

To ensure guidelines for students bringing electronic devices to school are established and understood. Electronic communication devices, including but not limited to cell phones and cameras, are brought onto school property by students on a daily basis. Such devices can empower student learning and capabilities, but may also be disruptive to the learning or safety of fellow students.

**SCOPE**

This procedure applies to all students and staff.

**DEFINITIONS**

None

**PROCEDURES**

1. Electronic communication devices may be confiscated for limited durations by teachers or school administration if a device interferes with classroom expectations or violates classroom or school rules.
2. The Principal shall establish an expected consequence for a first incident, second incident, and subsequent incidents. Keeping in mind the safety of staff and students and the desire to de-escalate incidents, the Principal or designate may be asked to intervene if a student refuses to hand over a device.
  - 2.1. Information of a confiscated device will be recorded to ensure it is returned (i.e. name of student). The Principal (or designate) shall keep the device and information in a secure location. The Principal (or designate) will determine when and under what circumstances the device is to be returned in accordance with school practice.
  - 2.2. The Principal must communicate clearly the school practices with regard to student cell phone or electronic devices and the consequences for first incident, second incident and subsequent incidents.
3. Inappropriate use of electronic communication devices could result in suspension or expulsion for the following:
  - 3.1. The use of the electronic communication device results in a threat to the physical safety of staff, students and community.
  - 3.2. Text or electronic messaging is threatening, demeaning or abusive.
  - 3.3. Electronic communication used to harass or embarrass a student or staff member or to facilitate cheating.
  - 3.4. The unauthorized use of recording of video or audio footage without permission of the Principal, the Teacher, and all individuals recorded.
  - 3.5. Electronic communication use during diploma exams.

**REFERENCE AND LINKS**

*Education Act*

Cross Reference to Policy PL 3 - 06.1.0 Welcoming, Caring, Respectful and Safe and Inclusive Schools

**HISTORY**

Reviewed: 2013 Feb 1  
Reviewed: 2017 Oct 4  
Reviewed: 2018 Jan 23  
Reviewed: 2018 March 02  
Reviewed: 2019 Nov 25