



CELL-PHONE USE POLICY

NO CELL AFTER THE BELL

KSS has an established “No Cell After the Bell” practice which we request parents and students respectfully follow. Social media, anxiety, cyberbullying and addiction have led to this approach. Below you will find some preventative measures that the school and staff are taking to help reduce cell phone use for non-instructional purposes during the school day. **Students may still bring their devices to school and can access their personal technology at appropriate times and if students have specific learning/health needs as outlined in their IEPs, or medical documentation.**

- All KSS classrooms and learning spaces will be designated **CELL-PHONE FREE ZONES during instructional time.**
- Cell phones ARE allowed before or after school, on lunch break, and during transition time between classes.
- When classes are in session, cellphones **MUST** remain out of sight off in silent mode.
- The district and school are not responsible for any damaged, lost, or stolen electronic devices such as cellphones.
- This policy does not preclude the use of cellphones under teacher supervision due to “special circumstance” such as for the production of project/inquiry work when no other suitable technology is available. Teacher permission will always be required in such circumstances.
- For incoming and outgoing communication that require an immediate response, such as emergencies, please use the classroom phone or school office for communication.

PROGRESSIVE STEPS:

Note that ALL adults in our school (regardless of the position they hold here) are tasked with upholding these expectations. Should an adult make a reasonable request to a student regarding cellphones, ex: “Please put away your cell phone”, then failure to comply will result in a progressive discipline process that follows district policy.

- **FIRST TIME:** Student is asked to put the phone away. Staff to record incident.
- **SECOND TIME:** Student is asked to put the phone away; parent contact is initiated.
- **THIRD TIME:** Student is referred to the office; Administration will work with the student and family. Replacement activities and behaviours will be developed.
- **FOURTH TIME:** Parent and student have meeting with administration to create a **PERSONAL ELECTRONICS PLAN**

Students will	Educators will	Tasks	Parents will
<p>Reduce cell phone use for non-instructional purposes during the school day</p>	<ul style="list-style-type: none"> -Review the cell phone policy with students on a regular basis -Remind students that instructional time includes time in the hallways -Provide specific digital literacy instruction 	<ul style="list-style-type: none"> -Provide many hands on and tactile opportunities for students in class -Host grade assemblies that educate about the harms of social media and proactive approaches to managing cell phone addiction -Teach appropriate ways to take a break during instructional time 	<ul style="list-style-type: none"> -Refrain from texting or calling students during instructional time -Support the school and students in developing personal electronics plans (when required) -Ask questions and be aware of what students are using their phones for (apps, social media etc.)

Personal Electronics Plan - NAME

DATE

Why are we going on the phone for non-instructional purposes?

When do I need to use the phone?

Where will I put the phone when I don't need it for educational purposes?

Goals:

Strategies:

Replacement Activities:

Other:



**KSS IS A CELL-PHONE
FREE ZONE DURING
INSTRUCTIONAL TIME**

THIS INCLUDES ALL LEARNING SPACES

**PLEASE USE CELL PHONES BEFORE/AFTER SCHOOL, AT LUNCH AND
CLASS CHANGE TIMES ONLY**