

Book  
WSSD Policy Manual  
Section  
200 Pupils  
Title  
Electronic and Personal Communication Devices  
Code  
237  
Status  
Active  
Legal  
1. Pol. 815  
2. Pol. 122  
3. Pol. 123  
4. Pol. 218  
5. Pol. 113  
[6. 24 P.S. 1317.1](#)  
[7. 24 P.S. 510](#)  
[8. Pol. 235](#)  
[9. Pol. 233](#)  
Adopted  
June 15, 2000  
Last Revised  
June 16, 2011



### **Purpose**

The Board ~~recognizes that the school environment should be safe and secure for employees, students, and visitors. The Board adopts this policy in order to support an educational environment that is orderly, safe, and secure for District students and employees while also recognizes recognizing that e need to provide access to tele~~chronological r~~devicesources may provide a positive contribution when used for educational purposes.~~

### **Definition**

**Electronic and personal communication devices** shall include all devices that can take photographs; record, play, or edit audio or video data; store, transmit or receive calls, messages text, data, or images; operate online applications; or provide a wireless connection to the Internet. ~~Examples of these electronic devices include, but shall not be limited to, radios, walkmans, CD players, iPods, MP3 players, DVD players, handheld game consoles, Personal Digital Assistants (PDAs), cellular telephones, BlackBerries, and laptop computers, as well as any new technology developed with similar capabilities.~~

### **Delegation of Responsibility**

The Board authorizes the District administration to develop guidelines and rules for the use of electronic devices in the classroom, in education-related activities, and generally on District property in compliance with the Code of Student Conduct and Board policy, or as designated in an Individualized Education Program (IEP) or Section 504 Service Agreement. [2][3][4][5]

[[The Superintendent or designee shall annually notify students, parents/guardians, and employees of this policy.

### Authority

~~It is the intention of the Board to limit the use of electronic and personal communication devices and to prohibit the possession of laser pointers and its attachments by students on school property, on buses and other vehicles provided by the District and at school sponsored activities.~~

### Electronic Images and Photographs

#### Unauthorized Use

The Board prohibits use of electronic devices in locker rooms, bathrooms, health suites, and other changing areas at any time.

Students are prohibited from using any device to record, transmit, or receive any unauthorized communication during class time.

The taking, storing, disseminating, transferring, viewing, or sharing of obscene, pornographic, lewd, or otherwise illegal or inappropriate images or photographs, whether by electronic data transfer or other means, including but not limited to texting and e-mailing is prohibited. The term “inappropriate” shall refer to any image or photograph, the dissemination of which could or does result in substantial disruption to the functioning of the school.[1]

The Board prohibits the use of any electronic devices by any student during instructional times during the school day (from the beginning of 1st period until the end of last period), which includes homeroom and study halls, except that students may use electronic devices during instructional times for instructional purposes if, and only if, they have the prior permission of the teacher or building administrator to do so.

Student use of electronic devices during non-instructional times, including lunch periods, before school hours, after school hours, on District provided transportation, and between classes, will be determined and regulated by District administration and identified in the Administrative Manual of Operations.

~~[[Because the conduct listed above may constitute a crime under state and/or federal law, the District may report such conduct to state and/or federal law enforcement agencies.~~

~~Student conduct as defined above shall also be subject to discipline and prohibited if:~~

- ~~1. There is a nexus between the proximity or timing of the conduct in relation to the student's attendance at school or school sponsored activities.~~  
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- ~~2. The student is a member of an extracurricular activity and has been notified that particular off campus conduct could result in exclusion from such activities.[2][3]~~  
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- ~~3. The conduct has a direct nexus to attendance at school or a school sponsored activity, such as an agreement made on school property to complete a transaction outside of school that would violate the Code of Student Conduct.[4]~~  
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- ~~4. The conduct causes or has the potential to cause a substantial disruption to the operations of the District, the school environment, or the health, safety, or welfare of District students, staff, or visitors.~~

### Delegation of Responsibility

~~The Superintendent or designee shall annually notify students, parents/guardians, and staff about the West Shore School District's electronic device policy by publishing such policy in handbooks and building newsletters.~~

### Guidelines

#### Personal Communication Devices

- ~~1. In addition to the circumstances specifically prohibited and listed above, student use of communication devices shall be prohibited during instructional periods, except when approved by the building principal or designee or as part of a student's individualized educational program. Except under circumstances specifically prohibited and listed above, student use of communication devices during non instructional periods, such as lunch or recess, shall be permitted, provided that it does not create a substantial disruption to the environment. Except under circumstances specifically prohibited and listed above, student use of communication devices while being transported using school district operated and/or sponsored transportation shall be allowed so long as the device is on "silent mode", used with headphones or inaudible in order to text message, play games, privately play music (i.e., with earphones) or for other similar purposes. No other use of a cell phone or communication device will be permitted, including the taking of photographs and/or for audio and/or video recording and/or other use specifically prohibited and listed above. When use of a communication device is permitted, all ringers or audible devices must be turned off or disabled. Should students have any questions regarding the appropriateness of use, they must first seek guidance/permission from the school's principal or assistant principal.[1]~~  
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~~In addition to the list of prohibited uses above, the use of any communication device is prohibited in locker rooms, health suites, lavatories, and/or any other area where an~~

~~individual would have a reasonable expectation of privacy.~~

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Non-district owned digital devices approved for curricular use may not be attached to the District network or District computer systems without prior notification and consent of the West Shore School District Technology & Media Services Department.

The use of all electronic and personal communication devices shall be used in conformity with the West Shore School District's Acceptable Use Policy #815.

If the use of electronic or personal communication devices constitutes a crime under local, state and/or federal law, the District will report such conduct to local, state and/or federal law enforcement agencies.

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~~2. Parents/Guardians must call the school for any emergency situation, rather than attempting to contact their child directly. The school will in turn contact the student in question when appropriate.~~

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~~3. Except for the specific actions prohibited and listed above, students who are participating in after school activities, may be given permission to use cell phones and/or other communication or electronic devices for appropriate communication with a parent or guardian by the coach or activity advisor on a case by case basis.~~

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~~4. Each of the above prohibitions remains in effect during any emergency drill or actual emergency. Furthermore, any student using a cell phone or other electronic or personal communication device while on school district property or while using school district operated and/or sponsored transportation during an emergency may have the device confiscated by school district personnel.~~

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~~5. Each of the above prohibitions remains in effect during all off campus activities, such as field trips, sporting events, music competitions, and/or other school sponsored events.~~

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~~6. In the event that another student uses a device owned by another student in violation of this policy both students may be liable for consequences resulting from its use.~~

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~~7. Except as specifically permitted or authorized, if a device is used to transmit or receive any communication during class time, the student will receive disciplinary consequences as outlined in the student handbook and/or Student Discipline Policy 218.[4]~~

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8. The District assumes no responsibility under any circumstance whatsoever for the loss, destruction, misuse, or theft of any electronic or personal communication device that is brought to school at any time or to any school-sponsored activity.

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- ~~9. Violation of this policy by a student shall result in confiscation of the device and may result in disciplinary action as outlined in the student handbook and/or Student Discipline Policy 218. The confiscated item may not be returned until building level procedures have been followed and it is determined that the device will be returned.[4]~~  
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- ~~10. The prohibitions contained in this policy shall not apply to any student for whom the use of specifically named devices have been approved by the building administration provided that the devices are used in precisely the manner authorized.~~  
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- ~~11. Except as provided below, unauthorized use or possession of laser pointers, cellular telephones, telephone paging devices, electronic, personal communication devices or other technology designed to transmit or receive an electronic signal will result in a minimum of the following, depending upon the severity of the offense:[4]~~  
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- ~~12. Confiscation of the device and parent contact for a first offense.~~  
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- ~~13. For a second or subsequent offense, confiscation of the device and disciplinary consequence as appropriate per the student handbook and/or Student Discipline Policy 218.~~
- ~~14. Exceptions~~
- ~~15. The building administrator may grant approval for possession and use of an electronic or personal communication device including telephone pagers/beepers by a student for the following reasons:~~
- ~~16. Health, safety or emergency reasons.~~  
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- ~~17. An individualized education program (IEP) or Protected Handicap Service Agreement.[5]~~  
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- ~~18. Classroom or instructional related activities.~~  
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- ~~19. Use by a student who is a member of a volunteer fire company, ambulance or rescue squad.[6]~~  
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- ~~20. A student who has a need for an electronic or communication device due to his/her own medical condition or the medical condition of an immediate family member.~~  
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- ~~21. Other reasons determined appropriate by the building principal.~~
- ~~22. The building principal or his or her designee shall exercise discretion when deciding whether to grant approval of such requests and shall act in accordance with federal and state law such as laws governing accommodation of disabilities. For situations that do not involve IEP or Section 504 accommodation, requests for exemption from this policy must be in writing and signed by the student's parent(s). The District also reserves the right to request a verified and signed statement from either the treating physician or volunteer fire, ambulance, or rescue squad supervisor attesting to the need for a beeper.~~