

## Broadwater Academy Cell Phone and E-Device Policy

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The possession and use of Electronic Devices (E-Devices) is a privileged part of the Broadwater Academy educational experience. E-Devices include devices used to communicate, receive, send, store, record to listen to voice, text, digital, audio, video, photo, electronic, or internet/cyberspace data, images, and/or information which shall include but not be limited to Cellular Phones, Smart Devices (Watches Fitbits Etc.), Tablets, PC's, Laptops, Headphones, Etc. Broadwater Academy may revoke the privilege of possessing and using E-Devices at any time at its sole discretion. The school is not responsible for lost or stolen E-Devices, its programs or its contents.

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- Cell Phones and E-Devices may be carried by the student during the school day but must be carried in the off or silent mode, with the exception of time between classes and during snack and lunch. Instructors reserve the right to confiscate E-Devices when they observe them being used in an inappropriate setting.
  - Instructors reserve the right to collect all Cell Phones and E-Devices at the beginning of each class.
  - Cell Phones and E-Devices may be used, viewed or listened to by students before and after school, in between classes and during the student's lunch or snack period. Additionally, E-Devices may be used in the classroom for academic purposes at the discretion of the teacher. Students wishing to use a computer or tablet for note taking should check with their classroom teacher for approval. Teachers are encouraged to develop lessons utilizing technology, and under those circumstances, use is allowed.
  - Cell Phones and E-Devices should be turned off and stored out of sight when students are in the restroom facilities and the locker room facilities.
  - In the event of illness at school, students must utilize the Health Clinic or an administrative phone line in order to facilitate parental contact, not personal Cell Phones.
  - It is never acceptable to take photos or videos of others without their permission.
  - It is never acceptable to send threatening or harassing messages via Cell Phones or E-Devices.
  - Cell Phones and E-Devices are not to be used on exam days, unless the classroom instructor has developed a specific testing protocol necessitating their use. All Devices will be collected during Final Exam testing periods.
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Students who violate this policy regarding cell phones and electronic devices are subject to appropriate disciplinary and Honor Council consequences.

- First Offense: Warning by instructor.
- Second Offense: Confiscation by instructor; Cell Phone or E-Device will be returned to student through the Front Office at end of school day.
- Third Offense: Confiscation by instructor; A parent is required to claim item from the Front Office.

If a student refuses to surrender their E-Device to a staff member then the Head of School will be called and the incident will be considered as an act of insubordination and addressed accordingly. Students are subject to additional consequences including, but not limited to, community service, in-school suspension and potential academic penalties for chronic, or severe offenses.