

## Electronic Device Policy

### **Policy TA5104**

**Board Approved 10-13-2016**

### Purpose

Timpanogos Academy desires to have a school environment with optimum learning potential. In order to accomplish this purpose, Timpanogos Academy implements the following policy in accordance to Utah Code R277-495 regarding Electronic Devices in Public Schools.

### Definitions:

For the purpose of this policy an electronic device is defined as a device used for audio, video, or text communication or any other type of computer or computer-like instrument.

1. Students are discouraged from bringing their personal electronic devices to school unless they are part of a project or used for an educational purpose agreed between the teacher, administration and student. The school or its employees are not responsible for lost, stolen, or missing personal electronic devices.
2. Electronic Devices shall not be used in ways that bully, humiliate, harass, or intimidate school-related individuals, including students, employees, and visitors, consistent with R277-609 and R277-613, or violate local, state, or federal laws.
3. Electronic Devices shall not be used by students for electronic mail, chat rooms, and other forms of direct electronic communications (including instant messaging).
4. Any Electronic Devices used on school property or utilizing school networks shall not be used to access prohibited materials including pornography or pornographic images by students, LEA employees and visitors to inappropriate matter on the Internet and World Wide Web.
5. Electronic devices shall not be used for any unlawful activities including accessing unauthorized data bases, hacking, violating the Family Education Rights and Privacy Act and disseminating any information prohibited by the FERPA.
6. Electronic devices may not be used during standardized assessments unless specifically allowed by statute, regulation, student IEP, or assessment directions.
7. As part of the computer lab instruction, students will be educated about appropriate behavior, including possible consequences of interacting with other individuals on social media and cyber bullying and response.

### Student Consequences

1. Local law enforcement officers may be notified if school employees believe that a student has misused an electronic device in violation of the law.
2. Students who misuse devices owned by Timpanogos Academy may be denied the privilege of using such devices.
3. Students are personally responsible for devices assigned or provided to them by Timpanogos Academy, both for loss or damage.
4. Students who use any electronic devices in a manner that does not follow Timpanogos Academy or teacher instructional policies may have their personal devices confiscated for a designated period of time.

5. Students who use any electronic device, personal or otherwise, to bully or harass other students or employees which results in disruptions at school or school-sponsored activities may justify administrative penalties, including expulsion from school and notification to law enforcement.
6. Students causing disruptions to the learning environment with their personal electronic device will have the device confiscated. It will be held at the front office until the end of the day for the first offense, 3 days for the second offense, and 5 days for any subsequent offenses. For the third offense and beyond, the device must be picked up by the Parent or guardian.
7. Consequences involving school issued devices will be resolved on a case by case basis taking into account the abilities of the students involved.

#### **Employee Consequences**

1. Employees utilizing electronic devices to access inappropriate or pornographic images on school premises is illegal, may have both criminal and employment consequences, and where appropriate, shall be reported to law enforcement.
2. Employees are responsible for LEA-issued devices at all times and misuse of devices may have employment consequences, regardless of the user.
3. Employees may use privately-owned electronic devices on school premises or at school sponsored activities so long as the use of the device does not interfere with the supervisory duties of the employee.

#### **Visitors and Volunteers**

In accordance with Utah state law, a person is guilty of accessing pornographic or indecent material on school property when the person willfully or knowingly creates, views, or otherwise gains access to pornographic or indecent material while present on school property. Such individuals will be referred to law enforcement.