Personal Digital Device Usage Policy

Rationale

As a school, HCOS strives to help students be responsible and discerning digital citizens, embracing God’s unique purpose for their lives. The purpose of this policy is to create an environment where students are able to focus on learning and developing digital literacy skills without the distractions created by personal digital devices.

Definitions

Personal Digital Devices (PDD) - any personal electronic device that can be used to communicate or to access the internet, including, but not limited to, a cell phone, smart watch or tablet.

Digital Citizenship: Digital citizenship is the ability to navigate our digital environments in a way that is safe and responsible and to actively and respectfully engage in these spaces.

Digital Literacy: Digital literacy is the ability to access, manage, understand, integrate, communicate, evaluate and create information safely and appropriately through digital technologies.

Policy

To ensure an environment that encourages learning, HCOS will require students to observe the following restrictions while on-site during school hours:

- All Personal Digital Devices must remain in a student’s backpack and in silent mode while at Learning Groups events.
- Any emergency communication will be directed through the Coordinator.

Exceptions

- Teachers may, at their discretion, allow the use of PDD as needed for instructional purposes.
- Access to a PDD for medical reasons may, after discussion between the school and parent, be allowed as deemed necessary.

Disciplinary Steps

- If a student is using a PDD during an LG activity, the student will be asked to give it to a staff member, and it can be picked up by the student at the end of the day from the Coordinator or Teacher.

- In cases of repeated confiscations, parents may be contacted, and further disciplinary action may be taken

Release of Liability

HCOS takes no responsibility for loss or damage to cell phones, iPods and any other electronic device. Parents send cell phones to school at their own risk.

Revision #1
Created 19 September 2024 14:05:03 by Dawn Denham
Updated 19 September 2024 14:07:12 by Dawn Denham