

**Coretta Scott King Young Women’s Leadership Academy**

**2015-2016 Technological Device & Cellphone Policy**

**Bring Your Own Device (BOYD)-For High School Students, Grades 9-12, ONLY!!**

Bring Your Own Device (BYOD) is a policy that allows high school students, in grades 9-12 only, to bring and use their own personal electronic devices at school. Devices include but may not be limited to: tablets (such as iPad), laptops, smartphones and netbooks. With teacher approval, students may use their devices in the classroom to access and save information from the Internet, collaborate with other learners, and utilize productivity tools available to them.

The BYOD program is designed to help students keep up with the demands of the 21st Century. Helping students become responsible digital citizens will enhance not only what we do in the classroom, but also give students authentic experiences to build their 21st Century skills (collaboration, creativity, communication and critical thinking) to prepare them for college and career.

When using their device, students need to expand the concept of their school community to the community they will be interacting with online. Appropriate use of devices and rules concerning devices apply from the time the student leaves for school until the time they arrive home. Devices may not be used to disrupt the educational environment or violate the rights of others. Using the device to cheat, violate school conduct rules, harass/bully students or staff, or using the device for unlawful purposes will subject the student to disciplinary action. Serious offenses will be reported to the local authorities. Recording the voice or image of another in any way that disrupts the educational environment, invades the privacy of others, or is made without the consent of the individuals being recorded is prohibited. Devices recording the voice or image of another to take, transfer, or share any audio, video, or photographs that reveal parts of the body (ordinarily covered by clothing) is prohibited.
The possession of pornographic images or video on any electronic device is prohibited.

The electronic devices that students bring to school are their sole responsibility.
• The campus or district assumes no responsibility for personal devices if they are lost, loaned, damaged, or stolen. .
• Personal devices may be subject to investigation in accordance with District Policy.
• Students are expected to keep their devices secure at all times and not loan to others.
• Students are expected to exhibit digital responsibility and follow the Atlanta Public Schools Internet Acceptable Us

**Use of technology is a privilege, not a right. This privilege can be revoked by any staff member at any time. If you violate this agreement, each teacher has the authority to:**

1st Occurrence: Revoke technology for the remainder of the month

2nd Occurrence: Revoke technology for the remainder of the quarter

3rd Occurrence: Revoke technology for the remainder of the semester Disciplinary action will occur

4th Occurrence: Revoke technology for the remainder of the school year. Disciplinary action will occur.

**Cell Phone Policy**

CSKYWLA students are NOT allowed to have cell phones out during transition time to classes. Cellphones are not to be allowed to be used during instructional time, UNLESS teachers deem the use instructionally appropriate.

High school students ONLY are allowed to have their phones out during lunch time ONLY. High school students can NOT talk on the phone, record video, or take pictures of other students or staff during lunch. Once high school students re-enter the building after lunch, all cell phones need to be put up and MUST be silenced.

**Cell Phone Violation Tier of Consequences:**

If a cellphone is seen or heard, the following tier of consequences will occur

* 1st Cell Phone Violation: Verbal Warning by teacher. Phone must immediately be turned off and put away
* 2nd Cell Phone Violation: Confiscation of Cell Phone by teacher. Teacher logs incident in Infinite Campus. Teacher turns in cell phone to the front office with their name, student name, date, and the class period the phone was confiscated. Parent/guardian must pick up the cell phone and sign out.
	+ If a student does not hand over their cell phone immediately, the teacher should immediately notify their Grade Level Administrator (GLA) and continue teaching. The GLA will intervene.
* 3rd Cell Phone Violation: Confiscation of Cell Phone by teacher. Teacher logs incident in Infinite Campus. Teacher turns in cell phone to the front office with their name, student name, date, and the class period the phone was confiscated. Parent/guardian must pick up the cell phone and sign out. There will be a $25.00 fee for the parent to pick up the cell phone. The money for the cell phone fee goes into the student funds account and will be used for student incentives, events, etc. The student will receive 1 day of In-School-Suspension (ISS)
* 4th+ Cell Phone Violation: Confiscation of Cell Phone by teacher. Teacher logs incident in Infinite Campus. Teacher turns in cell phone to the front office with their name, student name, date, and the class period the phone was confiscated. Parent/guardian must pick up the cell phone and sign out. There will be a $25.00 fee for the parent to pick up the cell phone. The money for the cell phone fee goes into the student funds account and will be used for student incentives, events, etc. The student will receive 2 days of In-School-Suspension (ISS)