

## Elementary Code of Conduct

### Cell Phones & Personal Digital Devices

***A ‘personal digital device’ is a student owned device that can be used to communicate or access the internet, such as a cell phone, tablet, smart watch, gaming device, and/or electronic toy. Earbuds and headphones connected to personal digital devices are also restricted.***

Equity must be considered when using and directing the use of personal digital devices in a manner that is culturally responsive and inclusive. Accommodations such as access to a computer or Chromebook can be made for students without personal digital devices who may need access to the internet to complete schoolwork. The use of personal digital devices may support students with disabilities, diverse abilities, or medical needs as outlined in the student’s support plan and Individual Education Plan and/or other agreed upon plans.

The use of personal digital devices is restricted during instructional hours to facilitate focused learning and promote online safety. It is expected that personal digital devices are always stored out of sight and on silent or airplane mode (this includes recess and lunch). Students are expected to follow protocols set by their school and/or teacher(s).

The use of personal digital devices during instructional hours is at the teacher’s discretion and direction for the purposes of instruction and promoting digital literacy. Instructional time includes classroom settings, assemblies, guest speakers, field trips, and other events organized by school district staff.

The use of personal digital devices outside of instructional hours is not permitted on school grounds, during field trips, or other school activities. No photos, video, or audio recordings will be taken of students or staff without consent from the individual and/or the individual’s parent or caregiver.

The main office phone at the school may be used to make and receive calls if students and their parent(s) or caregiver(s) need to communicate during the school day.

*The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.*