



Administrative Procedure 1375 STUDENT USE OF PERSONAL MOBILE DEVICES

Responsibility:	Superintendent, Student Achievement & Well-Being
Legal References:	Education Act, R.S.O. 1990, c. E.2
Related References:	PPM 128 – The Provincial Code of Conduct and School Board Codes of Conduct; Board Policy 6001 – Code of Conduct; Administrative Procedure 1260 – Student Discipline Procedure; Administrative Procedure 4070 – Responsible Use Procedure for Information, Communication and Collaboration Technologies
Effective:	September 2024
Revisions:	
Reviewed:	

1. Purpose

- 1.1 To help reduce distractions in schools, the use of personal mobile devices will be restricted during the instructional day so that students can focus on learning.
- 1.2 Minimizing distractions for students, supporting their capacity for regulation and optimizing the conditions for learning to support student achievement and well-being is a priority for the WRDSB.

2. Code of Conduct

- 2.1 Students must refrain from using personal mobile devices at all times during the instructional day, except under the following circumstances:
 - 2.1.1 For education purposes, if explicitly permitted by the educator;
 - 2.1.2 For health and medical purposes;
 - 2.1.3 To support special education needs, as documented in the student's IEP;
 - 2.1.4 During breaks, lunch and spares, if the student is in Grade 7 to 12.
- 2.2 Students' personal mobile devices must be stored out of view and powered off or set to silent during the instructional day, except when their use is permitted under the circumstances outlined above.

3. Consequences

- 3.1 In accordance with PPM 128, students are responsible for their personal mobile device, how they use it and the consequences of not following the WRDSB's policy on personal mobile device use, which may include progressive discipline.
- 3.2 If an educator sees a student using their personal mobile device, the educator will instruct the student to place the device in a designated location.
 - 3.2.1 For first offences, the educator will designate the student's pocket, backpack or locker as the location in which the personal mobile device is to be placed; the educator will notify the student's parent/guardian.
 - 3.2.2 For subsequent offences, the educator will direct the student to the main office and the principal will determine the designated secure location in which the student will place their personal mobile device; the principal will notify the student's parent/guardian and consider using a progressive discipline approach to address the transgression.
 - 3.2.3 The student must be permitted to retrieve their personal mobile device no later than the end of the school day.
 - 3.2.4 If the student refuses to place their personal mobile device in the designated location, the principal will notify the student's parent/guardian and consider using a progressive discipline approach to address the transgression.
- 3.3 Principals have discretion to consider a range of responses to address violations of the Board Code of Conduct, including suspension.

4. Communication

- 4.1 Restrictions on student use of personal mobile devices will be included in the School Code of Conduct and communicated to all members of the school community.
- 4.2 Communication will include an annual notification to students and caregivers through the "WRDSB Responsible Use Procedure and Mobile Device Use Parent/Guardian Sign Off" form.
- 4.3 Signage will be posted in school entrances.