



2025-2026 - STUDENTS' PERSONAL DEVICES RESPONSIBLE USE POLICY

At Saint Dominic Savio, we recognize the role that technology can play in enhancing the academic development of students. Our school is both resource and technology-rich, and students are provided with many opportunities daily to use technological devices to support their learning.

We also recognize that cell phones, smartwatches, and other communication devices have become a big part of a student's life to communicate and access information on the go. We understand that outside of school hours, and off school property, parents like to keep in touch with their children for updates and safety purposes. All communication required between students and parents (e.g., appointments, illnesses) should either be via an email to the classroom teacher or a phone call to the office. **Students should NOT contact parents using their cell phones or other devices without first speaking to a staff member.**

Personal devices such as cell phones and smartwatches can allow students to access a great deal of information. They can also provide a distraction to the learning that needs to happen every day. The staff at Saint Dominic Savio will continue to encourage appropriate use of these tools at the right time, within the proper parameters and guidelines that respect the privacy and safety of all members of our school community. As such, we have created the following policy.

EXPECTATIONS:

1. Cell phones, AirPods, smartwatches, and other personal electronic devices are not to come to school and are not to be used at school – including before school while on school property, or after school while on school property – unless direct permission from an adult is given.
2. The school/staff are NOT responsible for any lost, stolen or damaged cell phones or personal devices.

CONSEQUENCES FOR NOT FOLLOWING THE EXPECTATIONS:

1. **First offense** – Students are sent to the main office to label their phone or personal device and place it in a locked cabinet. It will remain secure for the rest of the day. Students will complete a reflection sheet to be signed at home. The student may return to the office at the end of the day to collect their phone or device.
2. **Second offense** - Students are sent to the main office to label their phone or personal device and place it in a locked cabinet. It will remain locked and secured there until their parents come to the school to collect it. Students will complete a reflection sheet to be signed at home. The device will be given to the office. A parent will be called, and the device will be returned at the end of the day.
3. **Third offense** - Students are sent to the main office to label their phones or personal devices and place them in a locked cabinet. It will remain locked and secured there until their parents come to the school to collect it. Students will complete a reflection sheet to be signed at home, and the student will be suspended from school for the next day. The reason for the suspension will be declared as "Persistent opposition to authority".

EXCEPTIONS:

Occasionally, a cell phone may be an effective and/or convenient tool for a student (e.g. may be used to track sugar levels for a diabetic student) or may be specifically required for an assignment. In this instance, the classroom teacher will set the parameters and expectations for the students as well as monitor appropriate use and guidelines. Teachers will communicate with students when these periods of time are and when they have ended. This will NEVER be outside of the classroom (i.e. outdoors, in the hallway, in

the bathroom.

STUDENT AGREEMENT:

1. I will not bring my cell phone or other personal devices including smartwatches, to school, and if I do accidentally, I will leave it in my bag.
2. If allowed, I will only use my cell phone or electronic device for academic purposes and with the direct permission of my classroom teacher.
3. Any files/photos/videos, etc. captured/recorded for the purpose of completing an assignment are part of the classroom program and are not to be shared publicly through various services, including but not limited to, email, social networking sites or text messages. I will delete them from my device when I am done using it.
4. When NOT in use, my device must be turned off and remain secured in my backpack.

I understand that although I may like spending time on personal devices, they can have a negative impact on myself and others. I agree not to bring these devices to school so that I can focus my attention on the learning being presented to me. I understand that if I choose to ignore this policy, there may be consequences up to and including suspension from school.

As a **student** of Saint Dominic Savio, I _____, acknowledge and agree to the above expectations regarding personal electronic devices at school.

Grade: _____ Student Signature: _____ Date: _____

PARENT/GUARDIAN ACKNOWLEDGEMENT:

As the **parent/guardian** of _____, I acknowledge and agree to the above expectations in allowing my child to bring a personal electronic device to school.

Parent Signature: _____

Date: _____

Please note that it is our goal to help develop responsible attitudes, respectful behaviour, and critical thinking skills with the students of Saint Dominic Savio. We understand how personal devices (cell phones) provide a level of safety and security for your families. To that end, we encourage you to speak to your child’s teacher or the office directly in order to create a plan for some students who may require a smart device at school. We appreciate your continued support and cooperation.

Saint Dominic Savio Catholic Elementary School Staff