

# Hillside Jr/Sr High School Personal Mobile Device Policy

In preparation for the start of the 2024/25 school year, we would like to inform you about our school-based Personal Mobile Device (PMD) policy. This policy reflects the new Ministerial Order and NGPS AP 650. In accordance with the new Ministerial Order the intention of the policy is to create clear and easy to understand guidelines that allows opportunity for digital citizenship and improved learning outcomes by supporting a distraction-free learning environment that promotes well-being.

We respectfully request the support of our parent communities in promoting this policy. If there is the need to connect with your child during instructional times, please contact the office and we will be happy to facilitate communication with you child.

## What are PMDs?

Any personal electronic that can be used to communicate with or access the internet, such as a cellphone, tablet, laptop, gaming device or smart watch. This also includes devices capable of communicating with a PMD (e.g. Bluetooth devices such as headphones, earbuds or smart watches)



### When can students use PMDs?

- In the Morning before class time (8:48-8:53)
- During Lunch hour 12:19-12:59
- During 4 minute break times between classes
- At the end of the instructional day (after 3:19)



### School Wide PMD policy of restrictions and guidelines for Instructional Time

- PMDs should be stored in personal lockers during instructional time. If a student has a PMD with them during instructional times, it must be powered off and kept out of view. Smartwatches must be in airplane mode.
- PMDs are NOT allowed in restrooms, changing rooms, or with students during school-wide presentations and assemblies.



### What is Instructional Time?

- Instructional time includes time scheduled for the purpose of instruction and learning.
- Examples include, but are not limited to, in class instruction and activities, assemblies, talks or presentations from a guest speaker, spares and time spent in learning commons during the instructional day.

## Special Considerations:

School Administrator may authorize exemptions if a personal mobile device is needed to support the delivery of programming, or to support unique medical and learning needs for individual students.

## Progressive Disciplinary Action

If a student is not in compliance with the guidelines for PMDs a progressive discipline process will be applied.

### First Time

We will remind the student of the rules.

### Second Time

The student's PMD will be taken and securely stored in office until the end of the school day for student to pick up.

### Third Time

The students PMD will be taken and securely stored and parent and/or guardian will be asked to retrieve the device from the school.

### Further Violations

Parent and/or Guardian will be required to pick up the PMD and additional consequences may be applied such as issuing an in-school or out of school suspension.