

COLONA GRADE SCHOOL

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DISTRICT 190
COLONA, ILLINOIS 61241
Website: www.csd190.com

Board of Education

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Julie Wittenauer – VP
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Colona School District #190 Electronic Signaling Device Procedures

It is the intention of the Board of Education to provide a safe and secure learning environment for the students in its school and to structure the possession of electronic signaling devices so that student welfare and safety and the educational environment are not adversely affected. To that end, every classroom in the District maintains a telephone that students are able to access with teacher permission.

Electronic signaling devices, such as cell phones, smart phones, and iPods, are NOT required for students and the decision to provide a child with a device is a parental one. The possession and use of electronic signaling devices at Colona School are to be used for emergency situations and not merely for convenience. As such, they are subject to the following rules:

1. **A parent must register his/her child's device with the school** by completing and signing the "Electronic Signaling Device User Agreement" form. This form will be kept on file at the school for the current school year. It will need to be renewed at the start of each school year.
2. The device is not for use during the school day and must be kept in the student's locker (**not pocket**). Once a student enters the building, the device must be turned OFF (no tone or vibrating features should be on). A student's school day starts the moment the child enters the building.
3. Games, cameras, text messaging, and other add-on devices for cell phones are not to be used during the school day without permission from a staff member.
4. Use of a signaling device to photograph or videotape is prohibited without permission from a staff member.
5. They may not be used for creating, sending, sharing, viewing, receiving, or possessing *indecent visual depictions* or *non-consensual dissemination of private sexual images* as defined in State law, i.e., *sexting*. Possession is prohibited regardless of whether the depiction violates State law. Any cellular phone or electronic device may be searched upon reasonable suspicion of sexting or other violations of policy. All sexting violations will require school administrators to follow student discipline policies in addition to contacting the police and reporting suspected child abuse or neglect when appropriate.

Violations of the above guidelines will result in the following:

First Offense: The device will be confiscated, a parent/guardian will be notified and the device will be returned to the student. It will be the student's responsibility to establish a time after school to collect the device from the main office and sign for the first offense.

Second Offense: The device will be confiscated and will be returned only to a parent. It will be the parent's responsibility to establish a time to meet with the appropriate administrator to collect the device.

Third Offense: The device will be confiscated and will be returned only to a parent along with a notice that a further infraction of the policy will result in special arrangements, which may be made in order for this student to bring their device to school for the remainder of the school year. The student will be issued further consequences at the discretion of the administration.

If you elect to provide your child with an electronic signaling device, you must complete the Agreement Form which is available at www.csd190.com or in the main office and return it to the school. By completing the Agreement Form you are indicating that you have read and understand the above guidelines regarding the use of electronic signaling devices at school.

Electronic study aids may be used during the school day if:

1. Use of the device is provided in the student's IEP, or
2. Permission is received from the student's teacher; e.g., BYOT programs.

Examples of electronic devices that are used as study aids include devices with audio or video recording, iPods®, some cellphones, smartphones, laptop computers, and tablet computers or devices, e.g., iPads®.

The School District is not responsible for the loss or theft of any electronic device brought to school.

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Colona School District #190 Electronic Signaling Device Use Agreement Form

Student Name _____ Homeroom Teacher _____

Parent/Guardian _____ Daytime Phone _____

Parent/Guardian _____ Daytime Phone _____

Cell Phone Make/Model/Color _____

(Ex. Apple iPhone 4S, Motorola HTC, Samsung Galaxy, etc.)

Cell Phone S/N (located under cell phone battery) _____

Cell Phone Number _____

Other Device Description _____

Other Device Description _____

Signing below indicates that you have read the Colona School District policy regarding electronic signaling device use at the school and agree to abide by the conditions of this policy.

Student Signature Date

Parent/Guardian Signature Date

1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Date: _____ Picked up by: _____ Admin: _____	Date: _____ Picked up by: _____ Admin: _____	Date: _____ Picked up by: _____ Admin: _____	Date: _____ Picked up by: _____ Admin: _____