

Student Personal Mobile Device Policy

PA Glenora Board Policy



Purpose

The purpose of this policy is to provide clear guidelines regarding the use of student mobile devices, in adherence to the order set out by the Government of Alberta.

Rationale

The use of personal mobile devices in school can be a source of distraction that can negatively impact students' mental health, engagement and learning. Progressive Academy is committed to improving learning outcomes by providing a focused and productive learning environment and promoting student well-being.

Definitions

"Instructional Time" includes time scheduled for the purposes of instruction and other activities for students where direct student– teacher interaction and supervision are maintained. Examples include, but are not limited to:

- In class instruction & activities
- Assemblies
- Talk or presentation from a guest speaker
- Field trips

"Personal Mobile Device" means any personal electronic device that can be used to communicate with or access the internet, such as a cellphone, tablet, laptop, or smartwatch. This also includes devices capable of communicating with a mobile device such as headphones and bluetooth devices (e.g. earbuds and speakers.)

"Social Media" means web-based and mobile technologies or applications providing communications through interactive or social dialogue. Examples include but are not limited to apps, weblogs, social blogs, wikis, Internet Forums, instant messaging and social network aggregation platforms, such as Instagram, SnapChat, Discord, TikTok, etc.

Expectations

- 1) Students may not access social media on school networks or on school devices.
- 2) Kindergarten to Grade 12: *Away for the Day* guidelines will be enforced. This means:

- a) Personal mobile devices are not to be used during school hours at any time without permission from a teacher or administrator.
 - b) If a student needs to contact a parent or guardian using a personal mobile device, they must ask a teacher or administrator to use their device.
- 3) **Grades 7 to 12:** If a personal mobile device is brought to school it must be powered off and checked in at the school's designated collection area immediately upon arrival. Devices will be securely stored for the duration of the school day and may be collected at dismissal. Personal mobile devices may not be kept in lockers, backpacks, clothing, or otherwise in a student's possession during the school day. Exceptions may be granted by school administration for documented medical, accessibility, or other approved needs. The school does not assume responsibility for lost or damaged devices.
- 4) Exceptions:
- a) Use of personal mobile devices must be permitted for health or medical reasons or to support special learning needs.
 - i) To access this exemption, parents must first speak to school administration for potential authorised access. This request would be supported by a student's Individual Program Plan (IPP).
 - b) Use of personal mobile devices may be permitted for educational or other purposes, as approved by the Principal or equivalent.
 - c) Limited access to social media platforms for educational or other purposes, as approved by the Principal or equivalent.
- 5) Parents are asked to refrain from contacting their child/student on their personal mobile device during the school day to avoid unnecessary distraction.
- a) Parents can contact the school office who can facilitate contact with their child/student during the school day, if needed.
- 6) If a student is found using their personal mobile device during the school day, the device will be turned into the office. Students who refuse to comply with this policy may be subject to disciplinary measures per Progressive Academy's Student Code of Conduct.
- 7) Progressive Academy will notify parents and students of this regulation annually, near the start of a new school year.

Accountability

All Educational Staff are accountable for assisting students in upholding this policy.

The Principal and Superintendent for the implementation of this policy.

References

Education Act

Ministerial Order (#014/2024) *Standards for the Use of Personal Mobile Devices and Social Media in Schools*

RESPONSIBLE FOR:		Superintendent and Principal		
APPLIES TO:		Educational Faculty, parents and students		
REFERENCE DOCUMENTS: See Above				
VERSION	DATE	WRITTEN BY	APPROVED BY	CHANGES
1.0.0	Nov 7 2024	Katherine McKinnon	PAES Board	
1.1.0	Aug 21 2026	Charmain Barnett	PAES Board	