

EDUCATION PROGRAM
Series 600

Policy Title Student Use of Personal Electronic Devices

Code No. 503.09

In order to promote the best educational experience, students should feel connected to their educational environment and to others in the school community. Building meaningful connections can occur in a variety of ways. Technology has advanced peoples' ability to connect with one another across a variety of virtual platforms, and when used appropriately, adds value to the learning environment. However, it is vital to the developmental health and growth of students that the district provides opportunities for students to connect with peers and other members of their school community in-person whenever possible. In-person learning and interactions teach vital life and social skills that students will need for their continued success in the community.

For this reason, student use of personal electronic devices during instructional time is prohibited. Students have access to district-owned electronic devices as appropriate for the instructional needs of the learning environment and authorized by the classroom teacher. Parents or guardians who need to communicate with students during instructional time may contact the school building administrative office. Instructional time is defined to mean periods of classroom instruction from the beginning of class bell until the end of class bell. For grades PK-8, this includes lunch, recess and passing periods.

Personal electronic devices means any device that is capable of electronically communicating, sending, receiving, storing, recording, reproducing and/or displaying information and data. This may include but is not limited to electronic communication equipment, mobile phones, smart phones, video game devices and portable media players. Students may wear smart or electronic watches but may not use any communication applications or features that are prohibited from use on other electronic devices and all notifications must be turned off. Personal electronic devices that have been specifically authorized under a current individual education plan (IEP), a Section 504 plan, or an Individual Health Plan (IHP) are exempt from this policy.

Parents or guardians of students may request to building level administration that a student retain access to the student's personal electronic device during instructional time if the parent or guardian can establish there is a legitimate reason related to the student's mental or physical health for the student to retain access during instructional time. This reason must be tied to the student's multi-tiered system of support (MTSS) framework. Any denials may be appealed to the Superintendent, who will be the final decisionmaker on the request.

Students who choose to use personal electronic devices outside instructional time but while on school property, at school-sponsored events, or in a manner that may impact the educational environment must use these devices in accordance with all applicable laws and board policies. Students who violate this policy may face disciplinary consequences up to and including suspension or expulsion. The Superintendent, in conjunction with building level administration, will develop administrative regulations in accordance with this policy.

Note: This policy is mandatory. Language should be adapted to suit the needs of individual districts. While districts can make policy language that is more restrictive than the language in this policy and regulation, districts cannot include language that is less restrictive than the language offered in this sample policy. Districts should determine what definition of instructional time is appropriate and include it in this policy. The definition of personal electronic devices includes cell phones, headphones and other Bluetooth devices. Smartwatches have been specifically exempted if the settings are

appropriately configured. However, individual districts should decide whether to exempt smartwatches. Instructional time is defined to include lunch, recess, and passing periods in this policy. However, districts should adapt this language to suit the needs of their individual communities.

Legal References: IC 279.8
 16 C.F.R. 312
 34 C.F.R. pt. 99 47
 C.F.R. 54.52

Cross Reference: 401.12 Employee Use of Cell Phones

Approved: July 17, 2025 Reviewed: Revised:

