

A. No Responsibility

1. ACPS assumes no responsibility for the loss, damage, theft, or charging of personally owned portable electronic devices and/or related accessories brought to school or on the school buses. Students bring these devices to school at their own risk.

B. Employees

1. Employees shall consistently implement these regulations and hold students accountable to the expectations identified in these regulations.
2. Employees will set the example for students and model the expectations established in these regulations as practicable.

C. Instruction

1. Teachers who incorporate instructional technology into their lessons shall ensure that students are provided access to the tools they need to complete assignments.
2. Whether or not a student has a personally owned cell phone is a family decision. Personally owned portable electronic devices are not required and shall not be used for instructional purposes during the school day. ACPS-provided devices shall be used for all instructional purposes.

D. Families

1. Whether or not a student has a cell phone is a family decision. Students are not required or expected to bring their own device to school.
2. Students may bring their cell phones to schools, as long as they abide by these regulations. Student misuse of his or her device shall result in disciplinary action.
3. Families are expected to work collaboratively with school staff to support the implementation of these regulations.
4. Parents who need to make emergency contact with their child during the school day shall contact the school's main office.

E. Students in Elementary Schools

1. Cell phones must be silenced and stored (out of sight) upon entry to the school until exit from the school. It is highly recommended that elementary students do not bring personally owned portable electronic devices to school or on the school bus.
2. No cell phone shall be used to record, store, or transmit any type of image, sound, or video except for approved instructional activities utilizing ACPS-provided devices with the express permission of school staff.
3. The audible notification sounds and volume of personally owned cell phones shall be silenced or directed through headphones on school buses. It is highly recommended that elementary students do not bring personally owned cell phones to school or on the school bus.
4. Disciplinary action, in accordance with Policy JK, shall be taken when a student fails to follow the directions of a staff member regarding cell phones or if a preponderance of evidence exists that the student has violated the terms of the acceptable use procedures and guidelines or other school policy. Additional personal portable electronic devices, including smart watches, are considered portable electronic devices and must be silenced and stored (out of sight) upon entry to the school until exit from the school at the elementary level. It is highly recommended that elementary students do not bring smart watches to school or on the school bus.

F. Students in Middle Schools

1. Cell phones must be silenced and stored in lockers for the entire school day.
2. Students may use their cell phones before school and after school in a non-disruptive manner, with approval from a school administrator. Students may not use their cell phones during lunch unless approved by a school administrator.
3. The audible notification sounds and volume of cell phones shall be silenced or directed through headphones within the restricted settings outlined previously at school and on school buses.
4. No cell phone shall be used to record, store, or transmit any type of image, sound, or video except for approved instructional activities utilizing ACPS-provided devices with the express permission of school staff.
5. Disciplinary action, in accordance with Policy JK, shall be taken when a student fails to follow the directions of a staff member regarding cell phones or if a preponderance of evidence exists that the student has violated the terms of the acceptable use procedures and guidelines or other school policy.

G. Students in High Schools

1. Cell phones must be silenced and stored (out of sight) during the school day, except during lunch.
2. Students may use their cell phones before school, after school, and during lunch in a non-disruptive manner, unless otherwise directed by a school administrator.
3. The audible notification sounds and volume of cell phones shall be silenced or directed through headphones within the restricted settings outlined previously at school and on school buses.
4. No cell phone shall be used to record, store, or transmit any type of image, sound, or video except for approved projects and instructional activities utilizing ACPS-provided devices with the express permission of school staff.
5. Disciplinary action, in accordance with Policy JK, shall be taken when a student fails to follow the directions of a staff member regarding portable electronic devices or if a preponderance of evidence exists that the student has violated the terms of the acceptable use procedures and guidelines or other school policy.

H. Student Accommodations

1. Students with documented medical needs as established in an Individualized Education Program (IEP), 504 plan, or health care plan may require access to a cell phone during the school day. The student's access to their device will align with the plan in place permitting such access.

I. Notice of Policy

1. Schools will require students and their parent/guardian to sign and return the "Rules for Cell Phone Use" provided in Exhibit 1 to this policy at the start of the school year.
2. Students who fail to return a signed copy of the Rules for Cell Phone Use may not exercise the cell phone privileges provided by this Policy.

Board Reviewed 07/15/2025	Superintendent Approved 07/15/2025
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