



St. Francis Xavier Catholic High School

St. Francis Xavier Catholic High School Cell Phone Policy

(subject to change as this is an evolving policy)

On June 20, 2024, Education Minister Demetrios Nicolaides announced the Ministerial Order #014/2024, which outlined the Alberta Government policy for Standards for the Use of Personal Mobile Devices and Social Media in Schools.

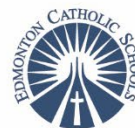
Cell phones/electronic devices may serve as a learning resource if used appropriately. We encourage our staff members and our students to use electronics and other devices to supplement instruction and learning. However, it has been proven that students who are on cell phones or other electronic devices when it is not part of the instructional lesson are not fully engaged in learning. In order to preserve the teaching and learning environment, this document is to clarify the cell phone/electronic devices policy for St. Francis Xavier Catholic High School.

Student use of cell phones, personal devices, or other electronic devices during the school day is a privilege. Adherence to the guidelines below is essential to maintaining an appropriate academic environment and the integrity of the classroom.

Abuse of this privilege will result in consequences such as, but not limited to confiscation of the device, parent conference, suspension or loss of other privileges such as participation in school trips or activities, sports teams, Academy's, extra-curricular activities and potentially graduation exercises.

1. Restrictions on Personal Mobile Devices and Social Media (as per Division):

- a. If a locker has been assigned to you, your phone should be powered off and stored in your locker.
 - i. If you do not have a locker assigned to you, then the cell phone should be powered off and stored in the student's backpack (only 3.5% of FX students do not have access to a locker).
- b. No cell phones are to be used during instructional time (class time: this includes gym, field trips, Academy's or any time that is spent in the classroom during school hours)
- c. No Airpods or headphones are to be used during class.
- d. No smart watches are to be used during class for messaging or apps
- e. Cell phones are not to be charged during school hours in the building.
- f. If in non-instructional time (spares, lunch, etc.), cell phones must be on silent so that no sound is heard.
- g. No social media is to be accessed during the school day.
- h. If a student is found to be leaving the classroom during instructional time to go use their cell phone, immediate consequences will occur.





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- i. These devices are not to be used in settings such as change rooms, washrooms, or private counseling rooms that have the potential to violate a person's reasonable expectation of privacy.

2. Information Dissemination:

- A. All teachers and course outlines will have the cell phone policy clearly outlined and in their Google classroom.
- B. This must also be communicated home to parents via an email per a class.
- C. This will also go home in a school wide email to parents from admin.
- D. There will also be a Grade Level Assembly for explanation of the policy that will be mandatory for all students.

3. **Off Campus:** We will not be able to monitor phone use when students are off campus. However, we strongly encourage students to participate in activities that do not include phones (e.g. open gym, outdoor activities, visiting with friends).

4. Progressive Consequences:

- A. After school wide assemblies in September, the policy will go into place.
 1. The phone must be powered off and in their assigned locker OR backpack if no assigned locker.
- B. **First Offense:** The cell phone will be powered off and put away and the student will be sent to their Grade Coordinator. An email will be sent home to parents notifying them of the infraction and then the future consequence of a subsequent suspension. Log entry will be made by the Grade Coordinator. If immediate cooperation does not occur, other consequences will be put in place.
- C. **Second Offense (Automatic one (1) day Suspension following the infraction) *If a student refuses to follow the rules listed above, consequences will be immediate.***
 1. Under the Alberta Education Act, Section 31, students are expected to:
 - (f) comply with the rules of the school and the policies of the board
 - (g) cooperate with everyone authorized by the board to provide education programs and other services
 - (h) be accountable to the student's teachers and other school staff for the student's conduct

Substitute teachers:

- D. Any infractions in the presence of a substitute teacher will be handled by an administrator. Students will be asked to report directly to the office.





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The student will be sent to the office to meet with an administrator. Log is entered into the student file and the parent/guardian is contacted. Students will serve a one-day suspension from school and school activities on the day following the infraction. If cooperation is not provided on the same day as the infraction occurs, other consequences will be put in place.

5. Exceptions to these guidelines will be made for students who may have Medical Management Plans (MMPs) and require their phones for medical reasons. This will be completed and notified through the Principal or Grade Coordinator with a parent meeting.

1. Personal mobile devices must be permitted, as determined by a principal, for health or medical reasons or to support special learning needs with this allowance documented in a signed IPP.

Contacting your Child in an Emergency- If you need to get a message to your child during the school day, please contact the office by email (monitored throughout the day) or phone (780-489-2571).

We know this transition will be challenging for many youth (as well as many adults) who may be experiencing an addiction to technology. We are committed to educating and working with students and families as we explore topics related to technology and social media as well as any anxiety that students may have with this new policy. We hope to:

1. **Promote Digital Literacy:** Educate students about the potential risks and benefits of technology and social media. This includes understanding online privacy, recognizing misinformation, and practicing safe online behavior.
2. **Encourage Open Communication:** Foster an environment where children feel comfortable discussing their online experiences. Regular check-ins can help identify any issues early and provide support as needed.
3. **Model Healthy Behavior:** Demonstrate balanced tech use in our own lives. Kids often mimic the behavior they see, so setting a good example can have a positive impact.

