



The National Sport School

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Personal Communication Device and Social Media Policy

Preamble

The ownership and use of personal communication devices has grown exponentially over the past decade. While personal devices offer potential opportunities for communication, information access and enhanced opportunities for instruction, regulated use of personal communication devices in schools and the National Sport School is required to ensure the promotion of caring and respectful learning and working environments. Appropriate use of personal communication devices contributes to the safety and security of students and staff, minimizes risk to personal well-being and disruption to instruction, and protects personal privacy and academic integrity. This complies with [Alberta's Education Act](#), Section 31; [Ministerial Order, June 2024](#); Palliser School Division [Administrative Procedure 355: Use of Personal Communication Devices](#), and the [Student Code of Conduct](#).

The National Sport School recognizes this will be an adjustment as these changes become part of school life and appreciates the cooperation of all students, staff and families to support focused student learning.

Definitions

Personal Communication Device - any piece of portable electronic equipment including cell phones, smart watches, wireless earphones, personal laptop computers, tablets, etc.

Class Time - as per the [daily class schedule](#).

Educational Purpose - any activity deemed appropriate by the classroom teacher as supporting student learning.

Social media - refers to any digital platform or tool that enables users to create, share, or exchange information, ideas, images, videos, and other forms of content. This includes but is not limited to, platforms such as Facebook, Twitter/X, Instagram, TikTok, Snapchat, Reddit and any other online community or network where interactions and content are shared publicly or privately.

Policy

Junior High Students (Gr. 7-9)

Junior high students are expected to keep their personal communication devices in classroom storage during class time. Junior high students found using mobile devices *inside or outside* of the classroom during class time will immediately become subject to the responses for misuse.

Junior high teachers may permit students to use their mobile devices for educational purposes during non-instructional times with a specific invitation to do so.

Junior high students who require the use of a mobile device outside of these expectations as per their school developed and approved individual student plan for medical or other purposes can use their mobile devices as designated in this plan.

Senior High Students (Gr. 10-12)

Senior high students are expected to keep their personal communication devices off and out of sight during class time. Senior high students found using mobile devices *inside or outside* of the classroom during class time will become subject to the responses for misuse.

Senior high teachers may permit students to use their personal communication devices for educational purposes during non-instructional times with a specific invitation to do so.

Senior high students who require the use of a mobile device outside of these expectations as per their school developed and approved individual student plan for medical or other purposes can use their mobile devices as designated in this plan.

Social Media (Gr. 8 - 12)

Students will not have access to social media platforms at school over the school's Wi-Fi network and are not permitted to access it at school using their own data plans to ensure students remain focused on educational tasks.

Contacting Students

Should parents or guardians, or others need to contact a student in an emergency, a call to the office can be made and students can be removed from class to communicate as needed.

Progressive Plan for Misuse

The progressive consequences that are designed to have teachers and administrators work with students and parents/guardians toward the common goal of limiting distractions and staying focused on learning.

First offense - phone confiscated and given to the office. The student can pick up the phone at the end of the day (Monday to Thursday - 3:00 P.M. or Friday - 1:16 P.M.; or upon signing out to leave campus for the remainder of a day).

Second offense - phone confiscated and given to the office. The office will contact a parent to notify. The student can pick up the phone at the end of the day (Monday to Thursday - 3:00 P.M. or Friday - 1:16 P.M.; or upon signing out to leave campus for the remainder of a day).

Third offense - phone confiscated and given to the office. The office will contact a parent and the student will need a parent to pick up the phone after the end of the day (Monday to Thursday - 3:00 P.M. or Friday - 1:16 P.M.; or upon signing out to leave campus for the remainder of a day).

Fourth offense - phone confiscated and given to the office. The office will contact a parent and the student, parent and school administration will meet to create a personal plan to assist the student in building better skills with mobile device management.