



Academy of Arts and Knowledge

Creating an environment in which all students can reach their full potential.

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Student Use of Cell Phones and Other Personal Electronic Devices

Purpose

In accordance with Colorado Revised Statutes §22-1-149, this policy establishes parameters for student possession and use of cell phones and other personal electronic devices during the school day. The purpose is to minimize distractions, support a safe and focused learning environment, and promote healthy student development.

Policy Statement

Students are prohibited from using cell phones or personal electronic devices while at AAK, including class periods, lunch, recess, and passing periods, unless expressly authorized by school staff under the limited exceptions below. All devices must remain turned off or in silent mode and stored out of sight during the school day.

Prohibited Recording

Students are not permitted to photograph, video record, or audio record other students, staff, or school activities without the prior consent of the individuals being recorded and school administration. Any unauthorized recording is a violation of privacy and may result in disciplinary action in accordance with the school's code of conduct.

Scope

This policy applies to all students in grades preschool-5th grade while on school grounds, during school hours, CLC hours, and during school-sponsored events unless otherwise stated.

Exceptions

Limited exceptions may be made under the following circumstances:

1. **Emergency Situations** – A student may use a cell phone or personal device only in the event of a verified emergency, such as a threat to safety, a medical crisis, or other urgent situation requiring immediate communication. The determination of whether a situation qualifies as an emergency will be made by and approved by emergency personnel.

2. Medical Necessity – Students with documented medical conditions requiring the use of electronic monitoring or communication devices (e.g., glucose monitors) may use them in accordance with a health plan approved by the school nurse or administration.
3. Disability Accommodations – Use of assistive technology as required by an IEP, Section 504, or Student Health plan is permitted.
4. ELL Accommodation Plans - Students who are English Language Learners (ELL) may be permitted to use their personal device for translation purposes when:
 - The use is approved by the teacher for a specific task or situation.
 - The device is used only with a translation application or tool to support learning and communication.
 - The phone is put away immediately after use for translation.

Enforcement and Discipline

Violations of this policy may result in the following graduated interventions:

- First Violation – Verbal reminder and confiscation for the remainder of the school day.
- Second Violation – Parent/guardian contact and requirement for the parent to retrieve the device.
- Subsequent Violations – Disciplinary action in accordance with the school's student code of conduct, which may include loss of device privileges on campus.

Confiscated devices will be stored securely and returned per school procedures. The school is not responsible for lost, stolen, or damaged devices.

Parent and Guardian Notification

Parents/guardians will be informed of this policy annually and upon enrollment. The policy will be made available on the school's website and in the student handbook.

Adopted: 08/28/2025

LEGAL REFS.:

C.R.S. § 22-1-149 (Electronic devices in school settings – policy required)