Rancho Pico Junior High School
Personal Device Policy

A personal device is cell phones, air pods, tablets, laptops, gaming devices, smartwatches, or any device that connects to the internet or a cellular network.

The William S. Hart Union High School District acknowledges the importance of communication between students and parents, mainly when it is essential or emergencies. Further, the district recognizes that instructional time is precious and school time must be protected from unnecessary disruptions. There is also growing evidence that increased screen time, and social media use is linked to teenage depression and anxiety.

Therefore, students may be permitted to have in their backpack in the off position, with written parental and administrative approval, a cell phone on campus during the school day, while attending school-sponsored activities, or while under the supervision and control of a school district employee. Cell phones and other communication devices, including smartwatches, must be in the off position in backpacks during the school day. Students shall be allowed to possess and use personal devices in conjunction with being in school under the following parameters:

- Personal devices must be turned off and put away upon entering the main gate. Teachers may grant permission for specific learning activities, or a staff member may permit use in another school building, but a Rancho Pico staff member must expressly give permission.
- No student shall use a personal device with a camera, video, or voice recording function under any circumstances which infringe upon the privacy rights of other students or staff. This includes but is not limited to, the photography or videography of others during peer conflict or medical emergencies. Education codes 78907 and 57578 also state that students are not permitted to record others in a classroom without their permission.
- Parents or administration may revoke permission for student possession or use of a personal device for inappropriate use.
- The Hart District and Rancho Pico assume no liability for the personal device's damage, loss, or misuse by the student or another person. Staff will not be responsible for any damage that results from confiscation in situations where use has been violated.
- At any time during a school activity, a school official may give specific directions regarding student use or non-use of a personal device, and the student is expected to comply.

Progressive Discipline Plan

- 1st Offense – Student attends a conference with an administrator. Warning issued and recorded.
- 2nd Offense – Student attends a conference with an administrator. Parent notification by office staff.
- 3rd Offense – Student attends a conference with an administrator. Parent notification by office staff. Student to pick up their device in the office after 3:00 p.m.
- 4th Offense - A parent or parent designee, 18 years or older, must pick up the device between 7:30 a.m. and 3:30 p.m.
- 5th Offense - A parent or parent designee, 18 years or older, must pick up the device between 7:30 a.m. and 3:30 p.m. Student to complete an educational assignment during lunch detention.
- 6th Offense - A parent or parent designee, 18 years or older, must pick up the device between 7:30 a.m. and 3:30 p.m. Loss of privileges requiring the student to check in the phone each day and pick up the phone each afternoon from the office.