

Richmond School District Policy Statement

Student Use of Electronic Communication Devices

Policy #: 443.5

The District is not responsible for the safety or security of personal electronic equipment that students possess or use at school or at a school-related activity. Students who possess or use such device(s) do so at their own risk with regard to possible theft, damage, misappropriation of data/equipment, or other loss.

The use of an ECD in any locker room or restroom is prohibited at all times.

Students may use electronic devices, including cell phones, prior to first period and after last period of the day or with teacher permission for instructional purposes only. If a student is found using an electronic device or cell phone without permission;

- 1st offense - a warning will be given
- 2nd offense – the device will be held by staff until the end of day
- 3rd offense - the device will be confiscated and held in the office for the parent to pick up

If there are recurring offenses, the item will be confiscated and held in the office for parent pick up, in addition to Administrative consequences.

If the District determines that a student has possessed or used such a device in violation of the law, this policy, or a school rule or directive, the student is subject to appropriate school-imposed consequences, such as the possible loss of privileges, suspension, and/or expulsion. The District may also refer certain matters to law enforcement.

If a District official has reason to suspect or determines that a student has possessed or used an electronic device in violation of the law, this policy, or a school rule or directive, a District official may temporarily confiscate the device and/or turn the device over to law enforcement.

A device possessed or used by a student may be subject to an appropriately limited search by a District official when the official has reason to suspect that such a search may lead to evidence of a crime or a violation of Board policy or school rules. The scope of any such search will be limited to the suspected violation.

To the extent prohibited by law, school employees shall not request or require a student to disclose the access information for any of the student's personal Internet account(s), including those that may be accessible through a student's personal electronic communications device.

Neither this policy nor any school rules shall be construed to limit a student's ability to possess and appropriately use an electronic device that functions as assistive technology that is necessary for a student's education and that is required or authorized under an individualized education program (IEP) or a Section 504 plan.

Students shall be informed of this policy annually via student handbooks.

Legal Reference:

Wisconsin Statutes

[Section 118.258](#) [student use and possession of electronic communication devices]

[Section 120.13\(1\)](#) [school board power to set conduct rules and discipline students]

[Section 175.22](#) [locker room privacy statute and policy requirement]
[Section 947.0125](#) [unlawful use of computerized communication device]
[Section 995.50\(2\)](#) [intrusion on the privacy of another]
[Section 995.55](#) [access to personal Internet accounts]

Cross References: Student Handbook

Adopted: 2/9/09

Reviewed: 3/9/20, 7/14/25