

Cell Phones and Electronic Devices

(PLEASE READ CAREFULLY)



Electronic devices are allowed on school property, but they must be on silent mode at all times and in student lockers. Devices of any kind are **NOT permitted during the entire school day, between 8:10 am – 2:54 pm and 11:48 am on Thursdays**. Students are allowed to use their electronic devices for personal use in the school before 8:10 am and after 2:54 pm and after 11:48 am on Thursdays provided the use is appropriate and does not infringe on the rights or privacy of other students or staff and adheres to the Edmonton Catholic School Division Student Responsible Use Agreement. **Parents who need to contact students can call the office any time. Consequences will result for those students who cannot follow school policy.**

Policy is in effect during school field trips and school events that may extend past our regular school time such as sporting events, drama, band etc. Students who are not able to follow the expectations run the risk of not participating in future events and/or field trips. Students who engage in the misuse of their smart watches will face identical repercussions as outlined.

Chromebooks and Laptops

Students can bring in their own Chromebooks or laptops to school for educational purposes if you choose. Student use is granted by the teacher while in class. **Students are NOT permitted to bring in iPads or tablets.** Students must always keep them secured and locked in their locker when not in use. This would make it especially important for students not to share their combination to their lockers. We do have 12 Chromebook carts and 1 computer lab that students can use for in-class work when teachers book for class use. The division currently has a price agreement with Compugen and families can purchase Chromebooks with a protection plan.



[Student Chromebook Purchase Program](#)

Personal Camera Use and taking of Photographs (includes cameras on personal devices)

Personal camera/video use is not allowed at Cardinal Léger at any time due to FOIP issues.

Consequences for Electronic Device Misuse:

First Offence:

- Incident documented and the device is given to the office.
- Student can pick up their device at the END of the day from the office.
- Contact home will be made by the teacher and parents will be notified what the consequence will be on the second offence.

Second Offence:

- Incident documented and the device is given to an administrator.
- An administrator will contact the parents.
- Students will be required to hand in their device to the office every morning and picked up at the end of the day for a period of time.

Third Offence:

- Documented and the device is given to an administrator.
- An administrator will contact the parents.
- Suspension of student as per student conduct policy.

Consequences for Chromebook Misuse

If a student misuses their Chromebook—using it for non-instructional purposes or in a manner not approved by the teacher—their technology privileges and ECSD login credentials will be revoked for one week.

First Offense

- The incident will be documented.
- The student will lose access to their Chromebook and ECSD login for one week.
- The teacher will contact the student's parent/guardian to inform them of the incident and explain the consequence for a second offense.

Second Offense

- The incident will be documented.
- An administrator will contact the student's parent/guardian.
- The student may be suspended in accordance with the student conduct policy.

**Consequences will be determined on a case-by-case basis, depending upon the severity of misuse*

We realize that there are times when parents need to contact their child during the school day. If the matter can wait until lunch or after school, we encourage parents to contact their child at that time by calling the school office. If the matter is urgent and it is during class times, parents will need to contact the office at 780-475-6262.

Phys. Ed. Attire/Lockers

Physical Education clothing includes any of the following: athletic shorts, sweatpants, T-shirt, or sweatshirt. **Students are required to have a change of clothes (top and bottom) for PE classes. Running shoes are a requirement for every Physical Education class. All students are encouraged to bring a deodorant stick as well. Due to allergies, illness and safety, aerosol cans/perfumes/colognes/spray/ are NOT permitted. Locks for lockers will be provided by the school. Students will have use of PE lockers. Students will be required to purchase a Cardinal Leger PE T-Shirt. Parents will be notified if students are struggling to come to PE class prepared.**

Pictures

Individual school photos are taken in the fall. All students' pictures are taken for current school files. These may be purchased online through the studio. Re-takes are also arranged if a student was absent or requires another sitting.

Lost and Found

Students are asked to label their property and are encouraged to check the lost and found box for any clothing, shoes, books, materials or other personal property lost during the year. Students are reminded to regularly check for lost items. **Prior to Christmas break, spring break, and summer break, unclaimed articles will be donated to a charitable organization.**

Skateboards, Scooters, Rollerblades, Long boards

Due to safety concerns and the potential for accidents, we do not allow students to use skateboards, long boards, scooters or rollerblades on school property. Students who bring these items are responsible for storing them in their locker. Items that cannot be stored in their locker should not be brought to school.

We do not have the space in the office to store these items.