

**Policy**

---

STUDENT USE OF TELEPHONES AND PERSONAL ELECTRONIC  
COMMUNICATION AND RECORDING DEVICES

The Alloway Township Board of Education believes that students and/or school staff members should not be subject to having a video or audio recording taken of any student or school staff member for any purpose without the consent of the student, the student's parent, and/or the school staff member. In addition to protecting the privacy rights of students and school staff members, the Board recognized such recordings, as well as non-academic use of electronic communication recording device (ECRDs) can be disruptive to the educational program. In addition, inappropriate recordings of educational material, student assessment instruments and or review can be used to compromise the integrity of the district's educational program or lead to academic dishonesty in the event such recordings are stored or transmitted to other students. Therefore, the Board of Education adopts this policy regarding the student use of electronic communication and recording devices.

Failure to comply with this policy will subject students to sanctions as described in the code of student conduct. In all cases of violation of this policy, the ECRD shall be confiscated by the administration and must be picked up by a parent or guardian. In no case will the school district or employees be responsible for the loss, theft, or damage of a student's personal ECRD or cell phone.

Electronic devices necessary to maintain the medical health of a student are exempt from this policy. The student's physician will provide a written description of the device as well as its intended purpose.

"Electronic communication recording device (ECRD) includes any device with the capability audio or video record, or is capable of receiving or transmitting any type of communication between persons. An ECRD includes, but is not limited to cell phones, electronic watches, cameras, wireless devices, pagers/beepers, Bluetooth enabled headphones/earbuds or microphones, electronic readers (ex. Kindle), iPads, tablets, two way radios, or any other device that allows a person to transmit in real time or delayed basis sound, video, still images, text, or other information.

For the purposes of this policy, "school grounds" means and includes land, structures, buildings, including, but is not limited to facilities defined in N.J.A.C. 6A:261-2, playgrounds and other recreational places owned by the local municipalities, private entities, or other individuals during those times when school district has exclusive use of a portion of such land.

Students shall not display, use, activate, or use non-district owned ECRDs on school grounds or at any school sponsored activity (including clubs, dances, and/or field trips), or on route to or from any school function on district sponsored transportation, except when given express permission from a teacher for educational purposes. Any audio or video recording by a student with their personal ECRD with permission by a school staff members while participating in a curricular or school sponsored activity where other students or staff members are present shall require the permission for such recording from any other student, their parents, and/or staff members whose voice or image is to be recorded. A student authorized or approved to use an ECRD may not use an ECRD to access internet sites or view information or internet based material that would be blocked from student access by the school district's acceptable use of computers and networks policy.

STUDENT USE OF TELEPHONES AND PERSONAL ELECTRONIC COMMUNICATION AND RECORDING DEVICES (continued)

At school activities outside of the instructional day, students may activate and use ECRDs to contact parents/guardians for transportation with staff member supervision.

Students are required to place their ECRDs in their lockers (Grades 5-8) or store in backpacks (Gr. 4 and below) immediately upon entering school and not remove them until dismissal or ECRDs may be placed in a holding sleeve located in each classroom. Cell phones and other ECRDs must be powered down or turned off during the entire instructional day.

The instructional day includes, but is not limited to, lunch break, class changes, bathroom breaks, recess, and any other structured or unstructured activity that occurs during the normal school day. Students are responsible for ensuring that their ECRDs are silent, powered down, and out of sight.

Any staff member having knowledge or reasonable suspicion of the unauthorized use or possession of an ECRD by a student should promptly report this information to administration.

Violations of this policy will be subject to consequences as outlined in the code of conduct.

NJSBA Review/Update: June 2022  
Adopted:

Key Words

Electronic Communication Recording Device, ECRDs, Cell Phones, Text Messaging, E-Mail

**Legal References:** N.J.S.A. 18A:11-1 General mandatory powers and duties

**Possible**

<b><u>Cross References:</u></b>	*4131/4131.1	Staff development; inservice education/visitation conferences
	*4231/4231.1	Staff development; inservice education/visitation conferences
	*5020	Role of parents/guardians
	*5114	Suspension and expulsion
	*5124	Reporting to parents/guardians
	*5127	Commencement activities
	*5131.1	Harassment, intimidation and bullying
	*5131.5	Vandalism/violence
	*5131.6	Drugs, alcohol, tobacco (substance abuse)
	5145.2	Freedom of speech/expression
	*5145.4	Equal educational opportunity
	*5145.6	Pupil grievance procedure
	*5145.11	Questioning and apprehension
	*5145.12	Search and seizure

\*Indicates policy is included in the Critical Policy Reference Manual.