Constellation Schools
Eastside Arts Academy

Student Electronic Device Policy

Purpose

Eastside Arts Academy is committed to providing a safe, focused, and distraction-free learning environment. To support academic achievement, positive school culture, and meaningful engagement, student use of personal electronic devices is prohibited during the school day.

Devices Covered Under This Policy

This policy applies to all personal electronic devices, including but not limited to:

- Cellular phones
- Smartphones
- Smart watches
- Tablets
- Personal gaming systems
- Earbuds and headphones
- Electronic communication devices capable of sending, receiving, recording, or transmitting information

Daily Collection Procedures

Upon arrival each school day:

1. Students shall power off all electronic devices.
2. Devices shall be surrendered to the student's homeroom teacher during morning arrival procedures.
3. Homeroom teachers shall place collected devices into designated classroom collection containers.
4. Collection containers shall be secured and stored in a locked cabinet or designated secure location throughout the school day.
5. Devices shall remain inaccessible to students during the entire school day.
6. Devices shall be returned to students during dismissal procedures at the conclusion of the school day.

Constellation Schools
Eastside Arts Academy

School Day Expectations

Students may not:

- Possess an electronic device on their person during the school day
- Use an electronic device during instructional time
- Use an electronic device during transitions, lunch, recess, assemblies, field trips, or any other school-sponsored activity unless specifically authorized by administration
- Access devices stored in the school's collection system during the school day without administrative approval

Exceptions

Students may be permitted to possess or use electronic devices when:

1. Use is required by an Individualized Education Program (IEP)
2. Use is required by a Section 504 Plan
3. A physician has provided written documentation indicating the device is necessary to monitor or address a health condition
4. A staff member authorizes use for a specific educational purpose
5. An emergency situation exists and administration authorizes access

Parent Communication

Parents and guardians needing to contact their child during the school day should contact the school office. Likewise, students needing to contact a parent or guardian during the school day shall do so through the main office.

Responsibility and Liability

Eastside Arts Academy will take reasonable measures to secure student devices while they are in school custody. However, students bring electronic devices to school at their own risk. The school assumes no responsibility for loss, theft, damage, or malfunction of personal electronic devices.

Violations

Students are expected to comply with all electronic device collection procedures upon arrival to school. Any student who refuses to surrender a device, conceals a device, provides a different device in place of the device in their possession, or is found in possession of an undisclosed electronic device during the school day will be considered insubordinate and in violation of this policy.

Students who fail to surrender electronic devices, conceal devices, use devices during the school day, access stored devices without authorization, or otherwise violate this policy may be subject to progressive disciplinary action, including:

- Verbal warning
- Parent/guardian notification
- Administrative conference
- Detention
- Loss of privileges
- In-school suspension
- Out-of-school suspension when warranted by repeated defiance or insubordination
- Additional disciplinary consequences consistent with the Student Code of Conduct

Students who refuse to surrender an electronic device during morning collection procedures may be excluded from class activities until the device is surrendered.

Alignment with School Values

This policy supports Eastside Arts Academy's commitment to ensuring that all scholars are:

Safe, Organized, Accountable, and Respectful (SOAR).

By eliminating distractions and increasing engagement, scholars can focus on learning, relationship building, creativity, and academic success.

Constellation Schools
Eastside Arts Academy

6700 Lansing Ave, Cleveland, Ohio 44105 p: 216.441.9830 f: 216.441.9834 www.constellationschools.com