



Brentwood Elementary  
Personal Mobile Device Plan  
2024-25



### **Background**

The ownership and use of a personal mobile device (PMD) has grown exponentially over the past decade. While personal devices offer potential opportunities for communication, information access and enhanced opportunities for instruction, personal mobile devices can also be a source of distraction that can negatively impact children's and student's mental health, engagement and learning. Regulated use of personal mobile devices in schools and throughout the Division is required to ensure the promotion of welcoming, caring, respectful and safe learning and working environments. Appropriate use of personal mobile devices contributes to the safety and security of students and staff, minimizes risk to personal wellbeing and disruption to instruction, and protects personal privacy and academic integrity.

Personal mobile device (PMD) is defined as any personal electronic device that can be used to communicate with or access the internet, such as a cellphone, tablet, laptop or smartwatch.

### **Use of PMDs**

Elementary students **shall not** access a PMD at school unless documentation is provided to the principal or designate that confirms the use is for a diagnosed health or medical condition, or an identified special learning need. Students will not have access to their PMD during any break periods – for example, recess, class breaks and lunch breaks.

### **Storage of PMDs**

At Brentwood Elementary, all devices brought to school are to be stored in their backpack and either powered off or in silent mode.

PMDs shall not be on the student during class time unless documentation has been provided to the principal or designate that confirms the use is for a diagnosed health or medical condition, or an identified special learning need.

We recommend students leave PMDs at home. Students who choose to bring PMDs to school do so at their own risk. The security and storage of these devices is the sole responsibility of the owner or user and Brentwood Elementary and Elk Island Public Schools assumes no responsibility for the safety, security, loss, repair or replacement of the PMD.

### **General Information**

Students shall not take PMDs into test or examinations settings. PMDs also shall not be used in change rooms, washrooms, private counselling rooms or any setting that has the potential to violate a person's reasonable expectation of privacy.

### **Progressive Discipline**

At Brentwood Elementary students will be held accountable for their behaviour and conduct as outlined in [AP 350: Student Code of Conduct](#). If a student uses their personal mobile device when not permitted to do so, schools will follow progressive disciplinary practices and parents/guardians will be notified as outlined below.

	Disciplinary practice
First Infraction	The student will be reminded that all PMD are to be stored in their backpack during the school day.
Second Infraction	The student will be asked to place their PMD in a sealed envelope and will be stored in the office to be pick up by the student at the end of the day. Parents will be contacted.
Third Infraction	The student will be asked to place their PMD in a sealed envelope and will be stored in the office. Parents will be contacted and asked to pick up the device from the office.
Additional Infractions	Will be addressed on an individual basis.

The principal or teacher will consider individual circumstances and may move further down the progressive disciplinary practice as required.

### **Parent/Caregiver Communication with Students**

Parents are asked to refrain from contacting their child/student on their PMD during the school day. Parents can contact the school office at (780) 467-5591 and they will facilitate contact with their child/student during the school day, if needed.