

## **Personal Electronic Communication Devices and Social Media Policy**

### **Purpose**

Ohio Digital Learning School (ODLS) is committed to maintaining a safe, respectful, and professional learning environment. This policy establishes expectations for the use of personal electronic communication devices and social media by students while participating in school activities.

### **Definitions**

Personal electronic communication devices include, but are not limited to:

- Cell phones and smartphones
- Smartwatches
- Tablets and personal computers
- Headphones or earbuds with communication capabilities
- Any device capable of sending, receiving, recording, or transmitting electronic communications

Electronic communication includes text messages, emails, direct messages, video or voice calls, social media interactions, and other digital communications.

### **Allowable Use**

Students may use personal electronic communication devices:

- For educational purposes as directed by school staff.
- To access approved instructional platforms and school resources.
- To communicate with school staff through approved school communication methods.
- During non-instructional time when such use does not disrupt school operations or violate other school policies.

### **Prohibited Activities**

Students shall not use personal electronic communication devices or social media to:

- Disrupt instruction or school activities.
- Harass, bully, intimidate, threaten, or discriminate against others.

- Engage in cyberbullying or electronic harassment.
- Record, photograph, or distribute images, audio, or video of students or staff without authorization.
- Share confidential or personally identifiable student or staff information.
- Access, create, or distribute inappropriate, obscene, or unlawful content.
- Violate academic integrity by cheating or using unauthorized artificial intelligence or electronic resources during assessments.
- Interfere with school technology systems or network security.
- Impersonate another individual or create fraudulent accounts representing the school or its employees.

### **Social Media Expectations**

Students are expected to use social media responsibly. Conduct occurring off campus or outside of school hours may be subject to school discipline when it:

- Materially and substantially disrupts the educational environment;
- Threatens the safety or well-being of students or staff;
- Constitutes bullying, harassment, or intimidation; or
- Violates federal, state, or local law.

### **Exceptions**

The school recognizes that electronic communication devices may be necessary under certain circumstances, including:

- Documented medical needs or accommodations.
- Individualized Education Programs (IEPs) or Section 504 Plans.
- Emergency situations.
- Teacher-approved instructional activities.
- Communication authorized by school administration.

### **Consequences for Violations**

Violations of this policy may result in disciplinary action consistent with the Student Code of Conduct and applicable law. Consequences may include:

- Verbal warning.
- Parent or guardian notification.
- Temporary restriction of device use during school activities.
- Loss of technology or network privileges.
- Restorative or corrective disciplinary measures.
- Suspension or other disciplinary action for serious or repeated violations.
- Referral to law enforcement when required by law or when criminal conduct is involved.

### **Reporting**

Students who experience or witness inappropriate electronic communications or social media activity involving members of the school community should report the incident to a teacher, administrator, counselor, or other school official as soon as possible. Reports will be investigated in accordance with school policy.

### **Compliance**

This policy shall be administered in accordance with applicable federal and Ohio laws, including student privacy requirements, anti-bullying laws, and the school's Acceptable Use Policy and Student Code of Conduct.