

**Personal Mobile Device (PMD):** includes any personally owned electronic device that can be used to communicate with or access the internet, WiFi, or cellular data network, such as a cellphone, tablet, laptop, gaming device, headphones (wired or wireless), or smartwatch.

-----

In alignment with [Ministerial Order #014/2024](#) and Grande Yellowhead Public School Division's Administrative Procedure [145](#) and [146](#)...

1. Students are expected to keep all Personal Mobile Devices powered **OFF** stored in their school provided cubby (at the front entrance) during instructional time. *Students are **not** to keep Personal Mobile Devices on their person during scheduled instructional time.*
2. Students are **not** permitted Personal Mobile Devices at any time:
  - a. in bathrooms
  - b. during tests or examinations
3. Schools are not public buildings and therefore, sharing and recording videos and/or photos of individuals without explicit consent is **prohibited**.
4. Exceptions to the use of Personal Mobile Devices *may be permitted on a case-by-case basis* by the principal.

Student-owned laptops and Chromebooks will be permitted in class **only** for specific educational purposes, and teachers will communicate with their students when these devices are required. Without prior direction from the classroom, these devices must remain powered down and in their cubby. However, before school, during lunch hour, and after school students will be allowed to use their devices. If you need to contact your student during the school day, please contact the office at 780-723-4496 to leave a message. Students can also speak to the secretary and use the student provided office phone to contact you during the school day.

As per the Ministerial Order, the school will temporarily confiscate any Personal Mobile Devices that are brought into the classroom. If a Personal Mobile Device is confiscated by a school employee or a student refuses to comply, a conversation will be had with the student, and the parent/guardian will be contacted. Multiple Personal Mobile Device infractions will be addressed by restricting student use of the device during non-instructional time. Repeat infractions will be addressed in accordance with our school discipline policy and [Administrative Procedure 350 - Student Conduct](#), and may include consequences up to and including suspension.

Student reaction to the confiscation of a Personal Mobile Device is expected to be respectful, reasonable, and understanding. As always, defiant, rude, and disrespectful behaviour will not be tolerated and consequences for such behaviour will be handled separately from any consequences related to Personal Mobile Devices. Furthermore, as parents/guardians are partners in their child's education, they are expected to assist their student(s) with the responsible and appropriate use of all personal mobile devices as per this administrative procedure.

