



Personal Electronic and Communication Devices Guidelines

The purpose of this policy is to create a phone-free school environment that fosters a positive learning experience free from electronic distractions. By prohibiting the use of personal electronic devices during the school day, this policy aims to provide an environment that enhances focus and engagement, allowing students to develop the college and career-ready skills outlined in the Profile of the South Carolina Graduate. Students will have more opportunities to engage in meaningful interactions, collaborate with peers, and cultivate the essential skills necessary for success in college, careers, and life.

Proviso 1.103. (SDE: Anti-Bullying/School Safety) To receive state funds allocated for State Aid to Classrooms, a school district shall implement a policy adopted by the State Board of Education that prohibits access to personal electronic communication devices by students during the school day. For purposes of this provision, a personal electronic communication device is considered to be a device not authorized for classroom use by a student, utilized to access the Internet, wi-fi, or cellular telephone signals.

If a student brings a personal electronic device or personal communication device onto MCSD property, they are personally and solely responsible for the care and security of their devices.

a. **Personal electronic devices** shall be defined as any device, that is not district-issued, that has the capability of electronically sending, receiving, storing, recording, reproducing, and/or displaying information and data. Examples of electronic devices include, but are not limited to, computers, tablets, e-readers, portable media players, drones, video gaming systems, GPS instruments, digital cameras, and camcorders.

b. **Personal communication devices** shall be defined as any devices, that is not district-issued, that has the capability of communicating by means of sending, receiving, storing, recording, reproducing, and/or displaying information and data, any device that emits an audible signal, vibrates, displays a message, live streams, or otherwise summons or delivers a communication to the possessor. Examples of personal communication devices include, but are not limited to, cellular phones, smart watches, and any type of headphone or other accessory used to electronically communicate.

Guideline of Use

Grades PK-12 - Students may possess personal electronic devices on campus and on school sponsored transportation. All personal electronic devices and communication devices must be powered off and stored in a purse, backpack, or other non-visible secure location.

The policy prohibits the use of cell phones from the moment students arrive on campus until the end of the school day.

The District Superintendent or designee can approve “Authorized Classroom Use” instruction which includes alignment with a standards-aligned educational objective that cannot be reasonably achieved using district-owned devices.

If explicitly required by a student’s IEP, Medical Plan, or 504 plan, the student shall be allowed to access their personal electronic device for medically or educationally necessary purposes described and required for administration of the IEP, Medical Plan or 504 plan.

Time of Day	Personal Electronic Device	Personal Communication Device
Before / After School	Yes	Yes
During Class	No	No
During Lunch Block	No	No

Consequences

Students who violate this Administrative Regulation shall be subject to discipline in accordance with the Student Code of Conduct and Progressive Discipline Plan.

Enforcement Quick Reference Guide: Personal Communication Devices

Infraction	Level	Code	Code Title	Action
1	1	330	Phone Violation	Contact the parent, confiscate the device, and administrator returns to the student at the end of the day
2	1	330	Phone Violation	Confiscate the device, return to parent during a parent conference, refer to MTSS
3	1	330	Phone Violation	Confiscate the device, return to parent during a parent conference, review MTSS plan, 1 Day ISS
4	2	270	Refusal to obey	Primary: Confiscate the device, return to parent during a parent conference, review MTSS plan/Behavior contract, School Counselor/Parent Contact
				Elementary: Confiscate the device, return to parent during a parent conference, review MTSS plan/Behavior contract, 1 Day OSS
				Middle/High: Confiscate the device, return to parent during a parent conference, review MTSS plan/Behavior contract, 1-3 Days OSS
5	2	270	Refusal to obey	Primary: Confiscate the device, return to parent during a parent conference, review MTSS plan/Behavior contract, Parent Conference
				All Others: Confiscate the device, return to parent during a parent conference, review MTSS plan/Behavior contract, 1-3 Day OSS
6	3	20	Major Disruption	Confiscate the device, return to parent during a parent conference, 3 to 5 Days OSS
7	3	20	Major Disruption	Confiscate the device, return to parent during a parent conference, 10 OSS and refer to hearing

Additional Guidance

- If a student refuses to give the device to an administrator, the infraction moves to the next level.
- At no time should a teacher/staff member attempt to physically take an electronic device from a student.
- At no time should a teacher/staff member take possession of and/or store a student's electronic device from a student.
- A school administrator shall not forcibly take an electronic device from a student.
- An electronic device in a student's pocket is not considered stored.
- Phone violation is derived personal communication device definition.
- A student who is a member of a volunteer firefighting organization or emergency organization may be authorized to carry a device with written permission from the District Superintendent or designee.