

Personal Items Policy

Personal Items at School

- Personal property that is not needed for educational purposes should not be brought to school (e.g. tablets, smart devices, portable music players, stuffed animals, blankets, gaming devices, etc.).
- Venture will not be responsible for personal property that is lost or stolen. Devices can be confiscated for a limited period by staff members when the student is in violation of acceptable technology use as defined by the school. Venture is not responsible for personal property that is lost or stolen while confiscated or while placed in holders within the classroom. Leaving the device at home is the best action to prevent lost or stolen property.
- Weapons of any kind, look-alike weapons, or items that can be used as weapons (e.g. chains, large spiked jewelry, etc.) are not allowed. A student with a weapon or weapon-like item will be subjected to severe penalties in accordance with the Safe and Orderly School policy.
- Students are prohibited from making unauthorized audio or visual recordings or capturing images where consent of person(s) in the video or image would reasonably be expected. Students are also prohibited from transmitting or making publicly available any unauthorized audio or visual recordings and/or images. Students who violate this policy will be subject to disciplinary action.
- No electronic devices may be used during required testing unless explicitly allowed according to the exam instructions or necessary accommodations allowed by and stated in a student's IEP or 504.

K-8 Cell Phones & Smart Devices

If cell phones and smart devices are brought to school the following conditions apply:

- Students may use their phones and smart devices before or after school when not in the building.
- Cell phones and smart devices must remain on silent and in backpacks or lockers during the school day (not on their person).
- Students who need to make calls during the school day must have the permission from a teacher or the office staff and should do so from the front office.
- Phones will be **confiscated** from students who do not abide by these rules. After three confiscations, the phone must be picked up in the office by the student's parents.
- Using internet enabled glasses (eyewear) is prohibited as their use cannot be reasonably or responsibly monitored by staff in a way that meets requirements of this policy.
- Students who fail to abide by the above guidelines will be subject to disciplinary action.

High School Cell Phones & Smart Devices

If cell phones and smart devices are brought to school the following conditions apply:

- Cell phones and smart devices will be immediately placed inside the cell phone holder pouch during all instructional periods unless otherwise directed by the teacher for educational purposes.
- High school students may only use their phones or smart devices before or after school, during lunchtime, and between classes.
- Phones will be **confiscated** from students who do not abide by these rules. After multiple confiscations the phone or watch must be picked up in the office by the student's parents.
- Students who need to make calls during instructional periods may do so in the front off and must have the permission of a teacher or the office staff.

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- Using internet enabled glasses (eyewear) is prohibited as their use cannot be reasonably or responsibly monitored by staff in a way that meets requirements of this policy.
- Students who fail to abide by the above guidelines will be subject to disciplinary action.

Laptops and E-Readers

Students may bring laptops and e-readers to school as an aid for student learning. Laptops and e-readers may only be used at Venture Academy under the following conditions:

- The device may only be used during instructional periods at the teacher's discretion and for the specific purposes outlined by the teacher.
- The device may be used during lunch and other break times as long as the content is school appropriate.
- Teachers may require that a school-owned device be used instead of a personal device.
- The student must **fully power down** the device(s) when asked by a member of Venture Academy's faculty, staff, or administration regardless of the circumstances.
- Devices will be confiscated from students who attempt to use devices for purposes other than those outlined by the teacher, for purposes inappropriate for school, or at times when the teacher has asked that devices not be used.
- Students who fail to abide by the above guidelines will be subject to disciplinary action.

Examples of appropriate usage of electronic devices include:

- Novels on e-readers for English class or free reading time.
- Word Processing programs for taking notes, composing written documents, graphing data, or creating presentations.
- Internet based research (using Venture Academy's filtered wireless access when approved by teacher)

Examples of **inappropriate** usage of electronic devices include:

- "Flipping" between on-task and off-task windows during instructional time.
- Making or publicly posting unauthorized audio or visual recordings and/or images
- Viewing inappropriate content (violent, pornographic, threatening, inappropriate language, etc.)
- Using any device, personal or school-owned, to bully or harass other students.
- Creating inappropriate content (violent, pornographic, threatening, inappropriate language, etc.)
- Using the electronic device without teacher permission during class time.

Frequently Asked Questions:

Q: If I need to contact my student, what do I do?

A: If the communication cannot wait until a passing period, lunch, or after school dismissal for the high school or after school for the K8, please call the front office. We will put you into contact with your student.

Q: What about emergency situations within the school?

A: Student personal devices will be accessible in the event of an emergency where use of the device is allowed/necessary.

Q: My phone is private property. I do not want it to be in a holder where it is visible but not in my possession during class or in my locker/backpack. What should I do?

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A: Leave your phone or device at home.