

Dear GLS Families,

Good Afternoon GLS families and welcome back to another exciting school year!!

This email is to follow up on the information sent to you from Chinook School Division and the Saskatchewan Government in regards to Cell phone usage in schools.

As per the Administrative Procedure by Chinook, the plan is slightly different for K-8 and High School students 9-12; the difference is in the usage limitations throughout the day.

K-8 Students will be expected to power off their cell phone and hand it to the teacher at the first bell (8:50am). The teacher has a container to keep all the phones in and they will safely be put away until noon.

At lunch time, the grade 6-8 students will have access to their phones for 25 minutes during the noon hour. The students will eventually (the second week of school) vote on when the 25 minutes will happen, from 12:10-12:35 or 12:35-12:55. Students who go home for lunch will be able to take their phone with them during that time.

After the noon hour, the students will again power off their cell phones and hand them into the teacher for the remaining part of the school day.

The alternative to this is for families/students to choose to leave their devices at home during the day.

High School students are expected to put their phones in their locker at the first bell (8:50am) and then the phone will remain in the lockers during all instructional minutes. We encourage the students to use the locks provided for each locker. High School students can have access to their phones at breaks and during the noon hour. At times, phones may be allowed during class to support learning. In these cases, the teacher will submit a learning plan for approval and show how the cell phones support curricular outcomes; for example, photography or math apps.

For all families, we would also like to take this opportunity to remind you that we have landline phones in every classroom and offices. In situations when communication needs to happen or changes to school events students have access to them. As families you can support this new change by phoning the school with your communication needs.

The following are the steps that will take place if students are unable to meet the expectations of the policy. Please note that the steps are very similar to our past practice at GLS, with only slight differences to reflect the new AP.

Discipline Process/Steps for Smartphones/Personal Electronic Devices

- We recognize that many students have phones or other personal electronic devices. Grade 6-8 students are to power off their devices and store them with their teacher. HS students are to store their devices in their lockers.
- During instructional time, electronic devices are not to be used for messaging, social media, or phone calls.
- Grades 9-12, as technology applications may support curricular outcomes, some teachers may allow use of personal electronic devices for educational reasons during class and will communicate this to parents/guardians.
- Use of personal electronic devices is prohibited in areas where there is an increased expectation of privacy (e.g., washrooms, changing rooms, private counseling rooms).
- Using electronic devices without teacher permission will result in reminders from teachers to put the electronic device in your locker. Students who repeatedly fail to meet the school's expectations on the use of personal electronic devices may be placed on the GLS disciplinary ladder.
- The school is not responsible for any electronic devices the students may choose to bring to school.

Repeated disregard for this rule will result in the following:

Step 1: The device will be put in the office and the student may collect it at the end of the school day.

Step 2: The device will be put in the office and the student may collect it at the end of the school day.

Step 3: The device will be put in the office and the student may collect it at the end of the school day. Parents will be informed what step their child is on.

Step 4: The device will be put in the office and parent/guardians will be contacted to come and pick it up.

Step 5: Continued repeat offenders will be required to leave their device at home or in the office during school hours.

Step 6: Repeat offenders will be put on the school disciplinary ladder, under failure to meet school expectations. Please see the student handbook for the ladder.

With this new policy, staff will have access to their cell phones differently as well. Please go through the school phones/office with timely information/communication regarding your child. For example, if plans change at the end of a day and a student is now not on the bus the best way to communicate this would be through the office/school phones and not messaging the teacher, which has been common practice in the past.

Please check in with the classroom teacher around best way communication pieces that do not have time limitations; for example, email.

We understand how much of an adjustment this will be for our staff and students and we hope we can work through all concerns and questions with our students and families. Mrs. Steinley and Mrs. Kirwan will be going to each class from grades 6-12 to discuss the new policy and answer questions in the first couple days of school.

GLS staff