



## **ACCESSIBILITY:**

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## **PPM 128 Procedures**

### **COMMENTS AND GUIDELINES:**

#### **Scope**

This policy applies to all students, staff, and visitors within our school board. It encompasses the use of personal mobile devices, access to social media platforms, use/possession/provision of tobacco and nicotine products, and the overall behaviour expectations as outlined in PPM 128.

#### **Definitions**

**Personal Mobile Devices:** Includes smartphones, tablets, and any other electronic devices used for communication or accessing digital content. A mobile device is any personal electronic device that can be used to communicate or access the internet, such as a laptop, cellphone, tablet or smart watch.

**Social Media Platforms:** Online platforms where users create and share content or participate in social networking (e.g. Snapchat, Instagram, X ...).

**Tobacco and Nicotine Products:** Includes cigarettes, electronic cigarettes (vaping devices)

**Prohibited Items:** Items that are banned within the school environment, including tobacco, nicotine products, alcohol, illegal drugs, and personal mobile devices when used in violation of the policy.

#### **Policy Statements**

##### **Personal Mobile Devices**

Personal mobile devices are to be used only for educational purposes during school hours as outlined by the educator.

Students will be required to refrain from using cell phones during the instructional day, except for:

- Educational purposes, as permitted and directed by the educator
- Health and medical purposes and outlined in their OSR or Plan of Care
- Supporting special education needs, as documented in the student's IEP

Secondary:

- Students may keep their device with them, but they must do all the following: turn in it off- or set to silent mode and store it out of view (for example, in a bag)
- Students in Grade 9–12 may use their phone during breaks, lunch, and spares for students

Elementary:

- Students in Grade 8 and below in our elementary schools may not use mobile devices at school during instructional day.



## Social Media Access

Access to social media platforms will be restricted on all school networks and devices. Exceptions will be made for educational purposes with prior approval from school administration.

## Tobacco and Nicotine Products

The [Smoke Free Ontario Act, 2017](#) prohibits smoking (tobacco and cannabis) and the use of electronic cigarettes (vaping) at schools, on school grounds, and all public areas within 20 metres of these grounds. Anyone smoking or vaping on school property is guilty of an offence and if convicted may result in a fine under the *Smoke-Free Ontario Act, 2017*.

The Smoke-Free Ontario Act, 2017 also prohibits the sale and supply of tobacco or e-cigarettes to anyone under 19 years of age. Anyone who sells or supplies tobacco or an e-cigarette to a student under 19 years of age is guilty of an offence and if convicted may result in a fine under the Smoke-Free Ontario Act, 2017.

At minimum, in the case of these substances being found in the possession of students, parents will be notified, and the student must surrender the item(s) to the educator or administrator.

The use, possession, or provision of tobacco and nicotine products on school premises is prohibited. Strict consequences will be enforced for violations as per [Suspension & Expulsion - APC012](#) and [Tobacco, Cannabis, and Smoke Free Environment – APS028](#) Policies.

## Procedures

### Enforcement of Personal Mobile Device Restrictions

Students are responsible for their personal mobile device, how they use it and the consequences of not following the school board's policy.

- Educators will monitor the use of personal mobile devices.

As with all classroom expectations and routines, if a student needs frequent reminders to comply with this policy, parent support should be enlisted early with a phone conversation. If the problem persists after parent involvement, the student will be referred to the appropriate administrator which may require the device be handed in for the instructional day in a location designated by the principal/vice principal.

Principals have discretion under PPM No. 145, Progressive Discipline and Promoting Positive Student Behaviour, to consider a range of responses to address this behaviour including suspension.

### Implementation of Social Media Restrictions

Social media platforms can only be used by students at school for educational purposes, directed by an educator

- Requests for exceptions must be submitted in writing and approved by school administration.



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## **Enforcement of Tobacco and Nicotine Product Restrictions:**

### **Smoke Free Environments**

The [Smoke-Free Ontario Act, 2017](#) prohibits smoking (tobacco and cannabis) and the use of electronic cigarettes (vaping) at schools, on school grounds, and all public areas within 20 metres of these grounds. Anyone smoking or vaping on school property is guilty of an offence and if convicted may result in a fine under the *Smoke-Free Ontario Act, 2017*.

The *Smoke-Free Ontario Act, 2017* also prohibits the sale and supply of tobacco or e-cigarettes to anyone under 19 years of age. Anyone who sells or supplies tobacco or an e-cigarette to a student under 19 years of age is guilty of an offence and if convicted may result in a fine under the *Smoke-Free Ontario Act, 2017*.

The use of vapes is strictly prohibited in all schools.

In the case of these substances being found in the possession of students, parents will be notified, and the student must surrender the item(s) to the educator or administrator. Progressive discipline and policy [APC 012](#) will be considered.