



Policy and Procedures for On/Off Devices

Policy

Ke Kula Niihau O Kekaha does not allow student possession of property that must be turned on or off (e.g., mobile phones, ipads, Apple watches, game players, etc.) on the Kula campus and at all Kula-related functions and activities.

Rationale

This rule is necessary because the possession of on/off devices results in disruption of learning and teaching within the classrooms and appropriate participation at Kula-related functions and activities. Efforts to stop students from texting, using the phone, and playing games results in a loss of instructional time when the teacher has to attend to this matter. There were also times when students would “hide” what they are doing during class time, thus creating another learning distraction.

The Kula staff believes that each student decides whether or not to follow a rule and, based on that choice, will therefore accept the consequences.

Procedures

If a student is caught by a Kula staff member with an on/off device on campus or at a school-related activity, he/she will be asked to surrender the device.

If the student does not surrender the device to the staff member, the staff member will contact the poo kumu who will ask the student to surrender the device. If the student does not surrender the property to the poo kumu, the poo kumu will call a parent or guardian to have their child surrender the property, and their child will be suspended for one full day. The parent will be told of the suspension and asked for their kokua so that their child will not bring an on/off device again.

- If the poo kumu is absent, the staff member will contact the student’s parent directly who will then remind the student of the policy and ask him/her to surrender the device. The student will then be suspended for one full day for refusing to surrender the device. A parent will be told of the suspension and asked for their kokua so that their child will not bring an on/off device again.

When the device is turned in to an adult or teacher, the adult will give the student’s device to the poo kumu, who will keep it in a secure location, documenting the date and time, and will label the item with the student’s name. Consequences are listed below and will be followed according to offense.



By the end of the school day, the staff person that confiscated the student device will call the parent to inform them that their child's device has been confiscated, is in the possession of the poo kumu, and can be picked up on the appropriate school day according to each offense. A conference with the poo kumu, staff member, and parent will then be scheduled.

All staff are responsible for asking any student who he/she sees with an on/off device to surrender the device which will then be stored in the secure location.

If a student sees another student in possession of an on/off device and tells a teacher or staff member, the staff member will respond by simply saying, "Thank you for the information," and will then follow the procedures as outlined in this policy.

Waiver from On/Off Policy

Circumstances may arise that a student may need an on/off device for after-school activities. If this applies to your child(ren), parents may request a waiver form. Prior approval is necessary from the poo kumu before your child(ren) may bring the device to Kula. Under the waiver, the student will be required to turn in their device to the 1st period kumu by 8:20 a.m. to be stored securely until it is picked up after the pule hootuu at 2:30 p.m.

Consequences

First offense The on/off device will be picked up on the next school day from the date of the incident, and a conference with the poo kumu and the staff member will be held on the same day that the device is picked up.

Second Offense The on/off device will be picked up at the end of two school days from the date of the incident, and a conference with the poo kumu and the child's teacher will be held on the same day that the device is picked up.

Third Offense The on/off device will be picked up at the end of 30 school days from the date of the incident, and a conference with the poo kumu and the child's teacher will be held on the same day that the device is picked up.



Student/Parent Handbook Acknowledgement Page

I have read and understand the Policy and Procedures for On/Off Devices

Please sign and return this page to your child's Kumu.

Student Name Print and Sign

Student Name Print and Sign

Student Name Print and Sign

Student Name Print and Sign

Student Name Print and Sign

Parent Name Print and Sign