



Cell phone and Personal Electronic Device Policy

Effective Date: September 9th, 2025

1. Policy Statement

1.1 Students are prohibited from using personal electronic devices, including cell phones, during school hours, afterschool programmes, and co-curricular or extra-curricular activities.

1.2 Personal electronic devices:

- a. must be turned off and be out of sight (e.g. carried in the student's backpack) BEFORE students enter a school building for the school day or attend offsite activities
- b. must remain off and out of sight (e.g. off and packed away) during the school day
- c. cannot be brought out and/or turned on until students leave the school building at the end of the school day, and
- d. must be turned off and remain out of sight during afterschool programmes and co-curricular or extra-curricular activities.

1.3 Discipline of students for non-compliance with the policy will be progressive and in line with the 2025 Bermuda Public School System (BPSS) Code of Conduct.

2. Policy Aims

2.1 This policy aims to minimize distractions to learning, reduce negative effects on student mental health from social media, electronic communication and cyberbullying, and facilitate healthy social interactions between students.

3.0 Definitions

3.1 Definitions under this policy are:

"School day" is defined as the entirety of the school day, during all instructional and non-instructional time, including, but not limited to, homeroom periods, lunch, recess, study periods, field trips and other offsite activities.

"School grounds" are defined as in, on or within any building, structure, athletic playing field, playground, or land contained within the property boundary lines of the school.

“Personal electronic device” means any personal electronic device capable of telecommunication, digital communication, or that can capture any form of media.

This includes personal electronic devices that can communicate with or access the internet, or which can send, receive, collect, store or display audio or visual media or data, such as a cell phone, tablet, laptop, smartwatch or handheld game console. This also includes devices capable of communicating with other personal electronic or mobile devices such as headphones, Bluetooth devices (e.g. earbuds and speakers), and any other personal communication technological or recording devices as they come into use. This definition does not include devices such as laptops, Chromebooks or tablets that are issued by the Department of Education or schools for educational purposes.

4. Scope

4.1 This policy covers all students, schools and educational programmes within the BPSS, and all afterschool programmes and co-curricular and extra-curricular activities. It governs the use of all devices that meet the definition of “personal electronic device” as outlined in this policy, including:

- Cell phones
- Smartwatches
- Tablets (including iPads)
- Gaming devices
- Audio players or recorders
- Cameras, digital or otherwise
- Any Bluetooth devices, including headphones or earbuds
- Smart glasses
- Drones, and
- Any other personal communication, technological or recording devices as they come into use.

5. Exceptions

5.1 Middle and senior school students may use personal electronic devices such as laptops, Chromebooks or tablets if they are approved by the school for educational purposes. This exception does not apply to cell phones or other personal electronic devices.

5.2 Students with specialized learning needs including accommodations (e.g. as identified in an individual education programme/plan (IEP), or for English language learners) may be granted permission to use personal electronic devices.

5.3 Exceptions for personal electronic device use may also be granted for health or medical reasons once appropriate documentation such as a note from a doctor or other medical professional is provided to the School Administrator or a designate.

5.4 Exceptions must be documented in IEPs or other student plans, or be granted in writing by the School Administrator or a designate.

6. Interventions and Supports for Behaviour

6.1 The consequences for the use of personal electronic devices must be in line with the 2025 BPSS Code of Conduct. Therefore, discipline must be progressive and consistent with the levels of Interventions and Support for Behaviour outlined in the 2025 BPSS Code of Conduct:

	Inappropriate Behaviours	Interventions and Responses
Level 1	<ul style="list-style-type: none"> • Device is not put away or turned off • Passive use of device (e.g. looking at phone or listening to music with headphones) • Use of device with others • Concealed use of device (e.g. in bathroom) 	<ul style="list-style-type: none"> • Verbal warning • Reminders and redirection • Parent or guardian notification • Student/Teacher conference • Supervised time-out inside of classroom • Device confiscation until the end of the day with device returned to student or required collection by a parent or guardian • Device confiscation for 1-5 days with device returned to student or required collection by a parent or guardian

	Inappropriate Behaviours	Interventions and Responses
Level 2	<ul style="list-style-type: none"> • Inappropriate capture and/or distribution of media • Posting on social media • Second or more documented violation of a level 1 behaviour using a device • Active student use of device involving self or others (e.g. playing games, music, taking photographs, recording, filming, etc.) 	<ul style="list-style-type: none"> • Parent or guardian notification • Student/Teacher conference • Supervised time-out outside of classroom • School Counselor referral • Educational Therapist referral • Saturday detention • In-school suspension • Device confiscation until the end of the day with device returned to student or required collection by a parent or guardian • Device confiscation for 1-5 days with device returned to student or required collection by a parent or guardian • Requirement to check device into office daily for a limited or extended period • Prohibition of device from school

	Serious Disruptive Behaviours	Interventions and Responses
Level 3	<ul style="list-style-type: none"> • Inappropriate capture and/or distribution of media • Inappropriate posting on social media • Bullying/Cyberbullying • Second or more documented violation of a level 1 or 2 behaviour using a device • Use of device in the commission of a level 3 behaviour offence 	<ul style="list-style-type: none"> • Parent/guardian notification • Loss of privileges • Behaviour contracts • School Counselor referral • Restorative circle/conversation • Multi-Tier System of Supports (MTSS) Team referral • Educational Therapist referral • Referral to the principal • In school suspension • Invitation for parental or guardian shadow • Positive Behavioural Supports • Conflict resolution • Alternatives to suspension • Out of school suspension • Community service • Referral to a helping agency • Device confiscation for up to 5 days with device returned to student or required collection by a parent or guardian • Requirement to check device into office daily for a limited or extended period • Prohibition of device from school

	Dangerous and Violent Behaviours	Interventions and Responses
Level 4	<ul style="list-style-type: none"> • Bullying/Cyberbullying (repeated harassment) • Sexting • Sexual Harassment/Sexual Misconduct • Stalking • Use of personal device in the commission of a level 4 behaviour offence • Any behaviour not otherwise listed above that very seriously disrupts the educational process and/or is an illegal action. 	<ul style="list-style-type: none"> • Parent or guardian notification • School Counselor Referral • Restorative conference • Behaviour Contracts • Multi-Tier System of Supports (MTSS) Team referral • Educational Therapist referral • Out of school suspension • Conflict resolutions • Referral to an alternative program • Alternative educational setting • Referral to appropriate community organisation • Referral to a helping agency • Development of Functional Behavioural Assessment • Device confiscation for 5 days with device returned to student or required collection by a parent or guardian • Requirement to check device into office daily for a limited or extended period • Prohibition of device from school • Recommendation for expulsion to the Minister of Education (only the Minister can expel a student from a school)

6.2 Parents and students are advised that non-compliance with the policy will result in the above consequences such as a verbal warning, device confiscation, detention, suspension, etc.

6.3 Repeated non-compliance with the policy may result in a student being prohibited from carrying his or her personal electronic device around during the school day, e.g. the device phone must be checked in and out of the office each school day or the device will not be allowed onto school grounds.

7. Student and Parent or Guardian Contact During the School Day

7.1 Parents or guardians who need to contact their child during the school day should do so by calling the school office.

7.2 Students who need to contact their parents must receive permission from the school to do so and must use the school office telephone.

8. Risk

8.1 Students who bring personal electronic devices to school do so at their own risk. Schools are not responsible for theft or any loss or damage to personal electronic devices.

9. Policy Contact

9.1 Ministry of Education Policy Section at 278-3300.

10. Policy Review Date

10.1 November 30th, 2025