1. Personal Use
2. *Telecommunications Devices*

The Superintendent or designee shall develop guidelines regarding student possession of electronic devices, including personal telecommunications devices or paging devices, at school or school-related activities. Such guidelines shall be addressed in the Student Handbook.

Disciplinary consequences for violating Henry Ford Academy Alameda School for Art + Design Charter School’s guidelines concerning student possession of electronic devices will be in accordance with the Student Code of Conduct.

1. *Confiscation of Electronic Devices*

An authorized Henry Ford Academy Alameda School for Art + Design Charter School employee may confiscate a personal telecommunications device, including a mobile telephone, used in violation of applicable campus rules.

A confiscated personal telecommunications device may be released for an administrative fee, not to exceed $15, as determined by the Superintendent or designee.

If a personal telecommunications device is not retrieved, Henry Ford Academy Alameda School for Art + Design Charter School shall dispose of the device after providing notice required by law.

Henry Ford Academy Alameda School for Art + Design Charter School will not be responsible for damage to or loss or theft of confiscated items.

1. *Other Electronic Devices*

Guidelines regarding personal electronic devices shall be addressed in the Student Handbook.

1. *No Responsibility for Devices*

Henry Ford Academy Alameda School for Art + Design Charter School is not responsible for any damaged, lost, or stolen personal device.

1. Instructional Use

A student shall obtain prior approval before using personal telecommunications or other personal electronic devices for on-campus instructional purposes. The student shall also acknowledge receipt and understanding of applicable regulations and shall sign the appropriate user agreements.