

August 27, 2024

Dear Albert Lacombe Parents/Guardians,

As a school community, we want to clearly articulate the expectations for students regarding personal mobile devices in our schools before students resume their classes. As you may have heard, the Government of Alberta recently issued a Ministerial Order outlining new restrictions for personal mobile devices in schools. To comply with the Ministerial Order, Greater St. Albert Catholic Schools has implemented [Administrative Procedure 325 - Student Use of Personal Mobile Devices and Social Media](#), which outlines the expectations for students moving forward.

Albert Lacombe Catholic Elementary School has long believed that to prioritize teaching and learning, personal mobile devices require restrictions in schools. As such, our practices and procedures will not change drastically from what we have done in the past. This communication serves primarily as a reminder for our families as we begin a new school year. The following information for cell phones and student-owned devices can be found in our [Student Handbook beginning on Page 14](#) and the [Cogito Student Handbook beginning on Page 20](#).

Expectations for students around Personal Mobile Devices:

- Cell phones are not permitted to be used by students in the school for the duration of the school day from arrival to departure.
- Cellphones are to be kept in silent mode and kept in lockers/backpacks during instructional time.
- Smartwatches are not to be used to connect to the internet or to communicate with others during class time, and notifications should be turned off to eliminate distractions.
- Tablets and laptops will continue to be used as instructional tools under the teacher's direction. Students are welcome to bring them to class as they have in the past.

Consequences:

- Students found using their phones in class or during instructional periods will be asked to hand their phones over to a teacher or to school administration. Parents will be notified, and students will be expected to keep their phones at home or turn them in at the office each morning for the remainder of the week.
- Students found misusing their smartwatches will be asked to turn them off or leave them at home.
- In the event that students are in breach of these expectations, parents/guardians will be notified.



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While phones are an excellent means of communication, please remember that if you try to connect with your child directly on their cellphone, they will not receive the message until the end of the school day. In the event of an urgent situation where you need to speak with your child during instructional time, please call the school office. We appreciate the support of parents and guardians as we endeavour to preserve our learning environment. If you have any questions or concerns, please feel free to contact us at 780-459-4478.

Yours in education,

Mr. Allan Menduk
Principal

Mrs. Lindsey Pratt
Vice-Principal



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