

KALAMALKA SECONDARY SCHOOL MEMO



To: Kalamalka Secondary Parents / Guardians

From: Kalamalka Secondary Admin

Date: July 5, 2024

Re: Responsible Use of Personal Digital Devices

Dear Kal parent / guardian,

In response to Ministerial Order 89/2024 and in alignment with SD22's Code of Conduct and Acceptable Use of Technology Administrative Procedure, we are implementing new guidelines to enable highly engaged learning environments for all students at Kalamalka Secondary School.

Effective immediately, during instructional time, all personal digital devices are to only be used for instructional purposes at the discretion of the teacher and/or support staff (e.g., CEAs, Teacher Candidates, Administrators). Personal digital devices may be used to support students with diverse abilities as outlined in student's support plans and Individual Education Plans, as well as to support medical necessities outlined in a safety plan.

To support these guidelines, we have installed storage units in each classroom to manage devices when they are not required for instructional purposes. We encourage students to place their devices into the storage units as they enter their classrooms and retrieve them either when directed by the teacher/support staff, or at the end of the class. Students may also keep their personal digital devices in their locker during class time. Students who are using their personal digital devices without permission from the teacher/support staff may have their devices confiscated and available for pick up in the office at the end of the day.

Additionally, Kalamalka Secondary School has invested significantly in ensuring equitable access to learning devices (e.g., Chromebooks, iPads, etc.) for students when they are required. This ensures that our students can succeed academically regardless of whether they possess a personal digital device.

We believe these guidelines will help minimize distractions and maximize learning opportunities for all students. We appreciate your support in helping to normalize and reinforce these guidelines with your child.

If you have any concerns or questions, please don't hesitate to contact the office.

Warmly,

Mr. Jeff Huggins and Mr. Colin Mayer
Administrators, Kalamalka Secondary School
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250-545-1396

[Ministerial Order M89/2024](#)
[SD22 Code of Conduct](#)
[SD22 Acceptable Use of Technology Administrative Procedure](#)