




Cell Phones Policy

- Cell phones are prohibited from use in classrooms and any other area in which academic work is being done unless otherwise instructed by the teacher.
 - Earbuds/headphones must be removed during class time
 - Students must store their cell phones/electronic device in a location that is not visible to the teacher or other students, even though they are on SILENT. It is YOUR responsibility to keep your things secure.
 - Under no circumstance is photographing or video recording allowed anywhere on the school premise.
 - All cell phone use must be respectful and non-disruptive to students and staff.
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Cell Phone Policy

- **“Away all day approach”**
- Give a request for entire class to put their phones away with the OPTION of placing phone somewhere else if temptation is too great (parking lot, front of room in bookbag, **brown paper bag on desk, etc.)**
 - **First Offense** ~ reminder and request to put the phone away
 - **Second Offense**- Restate expectation to put the device away, and if there is not immediate response, device can be confiscated and held in the teacher’s possession/ Administration/Security office until the end of the period. Students may pick up their phone following review of this policy at the end of the period in the main office/with security. Teacher to send parent communication via remind.
 - **Third Offense** ~ the device will remain in the main office until the end of the day. The Administrator will issue a receipt for the phone and establish contact with a parent or guardian.
 - **Fourth Offense** ~ An Administrator will establish parent contact and the confiscated device will remain in the main office until it is picked up by a parent or guardian.
 - **Fifth Offense**- Creation of PMD management plan with administrator (drop off every day)
- Nuances include exceptions for students who have a documented need to have their digital devices for health reasons, such as checking blood glucose levels if a student has diabetes.