



### **CELL PHONE POLICY (#319) & PERMISSION FORM**

We as a school understand that families may want their child(dren) to have a cell phone while traveling to and from school. However, during school, cell phones cause a distraction to the learning environment. Therefore, during the school hours of 7:45am-3:45pm, **all cell phones/other electronics must be turned off and put away (unless given permission by school personnel to complete an academic task).**

\*The school is not liable for theft or damages of cell phones or other electronics.\*

#### **If a cell phone/other electronic device is at school, the following will be enforced:**

- The parent or guardian and the student will read, sign, and return the cell phone/other electronics permission form. A student violating this policy without a signed form on file will be subject to the same consequences listed below.
- The student will turn off power on the cell phone/other electronics during the school day and keep the phone put away all day. In the event that a device has to be used, all students **MUST** ask for permission from an adult to use their cell phone/other electronics.
- The school will not be responsible for and will not investigate lost or stolen devices.

#### **Violation of these guidelines will result in the following, but not limited to:**

**1st offense** - Confiscation of the device until the end of the hour/period by any teacher or staff. Device will be given to the Dean of Students/Administration — Students will need to sign the phone out.

**2nd offense** - Confiscation of the device until the end of the day by any teacher or staff. Device will be given to the Dean of Students/Administration — Parents or guardians will need to sign the phone out to claim it.

**3rd offense** - Confiscation of the device until the end of the day by any teacher or staff. Device will be given to the Dean of Students/Administration — Administrative conference with parent/guardian and student to be scheduled.

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By signing this contract all parties agree to the stipulations in the documents and will follow accordingly.

- ☐ I have reviewed these rules with my student and we agree to comply
- ☐ I am not planning on sending a device to school with my child(dren) this year

**Student:** \_\_\_\_\_

**Teacher:** \_\_\_\_\_

**Parent or Guardian:** \_\_\_\_\_

**Date:** \_\_\_\_\_