

Policy Regarding Student Use of Cell Phones and Other Electronic Devices

Our rule about cell phones and other personal electronic devices (games, ipods, etc.) is simple: students are not allowed to have them on campus (unless the electronic device is part of some approved class activity). Students can always use our office phone for any legitimate/essential communication that needs to be done either during or after school.

If after-school circumstances necessitate that your child have a cell phone, we ask that you let office staff know that your child will be bringing a cell phone to school. Any phone or other electronic device that is brought to school should be left in the office upon arrival, and picked up after school. Use of a cell phone while on campus at the end of the day is permissible in the office hall or front pick up area only.

The consequences for not following these rules are as follows:

1) **First incident:** the electronic device will be confiscated and held in the office until the student's parent comes in to pick it up. At that time, we will want to know if and when the student will be bringing the device to school again. If yes, we will expect it to be turned in to the office each day as described above.

2) **Second incident:** the electronic device will be confiscated and held until a conference between the parents and the Director is arranged. At that conference, parents will be give the choice of:

a) taking their child's cell phone or other electronic device away for an agreed upon period of time, or

b) having the school write up a behavior report for the student's permanent file documenting the repeated rule breaking.

3) **Third incident:** the electronic device will be confiscated and must be picked up by the parent. There will be an automatic behavior report recorded in the student's permanent file, and a possible suspension depending on the circumstances.