

## CELL PHONE POLICY

August 2017

Dear Parent or Guardian of Middle School Students:

Cell phones have become a way of life, a technological convenience that has impacted all of our lives in one way or another. However, in the school environment, cell phones have become a distraction, interruption, and a method of illegal exchange of information. The ringing of the cell phone during class or the text-messaging takes away from the valuable time needed for instruction and most importantly, student learning. We do recognize that cell phones can be a safety/security tool; however, they can be a detriment in the event of a building emergency and our protocol to manage such emergencies in a safe and effective manner. Parents are urged to utilize the school phone to relay any messages that may be urgent in nature to their child. We will do our best to relay any urgent information to your child.

No student will be allowed to possess or use a cell phone during the hours of **7:40 a.m. to 2:11 p.m.** Cell phones must be off and secured in the students assigned locker. Of course, the best security for the cell phone is to leave it home.

If a student is found to be in possession or use of a cell phone, the phone will be confiscated, placed in a labeled envelope, and delivered to the office.

The consequences will be as follows:

1<sup>st</sup> offense:

- Cell phone held in office until the end of the next day.
- Student will sign for the cell phone at the end of the next day in the office.

2<sup>nd</sup> offense:

- Cell phone held in office until the end of the next day.
- A parent or guardian will need to sign for the cell phone at the end of the next day in the office.

3<sup>rd</sup> offense:

- Cell phone held in office for three (3) days.
- A parent or guardian will sign for the cell phone after a meeting with the student and principal. The student will be subject to a one (1) day in-school suspension.

Additional offenses will be considered an act of insubordination. Also, a student that refuses to comply with a request to surrender their cell phone by any member of the faculty or staff and/or administrator, will be considered insubordinate. Rules governing insubordination will apply as outlined in the student handbook.

**Note:** If a cell phone is confiscated on a Friday or a day before a vacation, it will be returned to the student at the end of the school day with the understanding that the phone is to be surrendered upon return to school. The phone will then be kept overnight for the duration of the offense and returned at the end of that school day,

Our goal is to create a safe environment, conducive to learning, and free of all distractions that hinder the learning process.

**This policy is in the student handbook.**

If you have any questions or concerns, please do not hesitate to contact the middle school office at 839-6371. Thank you for your continued support and cooperation.

Sincerely,

Peter R. Madden, Principal  
Sauquoit Valley Middle School