



## NMHS CELL PHONE PROTOCOL

Our priority is to provide an optimal learning environment for our students. Over the years, cell phone use at New Milford High School has become a serious disruption to the educational process. We understand that we live in a digital age and cell phones are part of that world, but we feel it is necessary to limit access during the school day so that students can focus on their education. Therefore, in order to create a structure that prioritizes engagement in learning and positive peer interactions, we have created the following protocol in alignment with [NMPS BOE policy 5131.81](#):

During all academic classes and specified FLEX spaces, students will put their phones in the hanging pockets utilized by the classroom teacher. The silenced phones must remain in the storage device until the end of the class period. The only electronic devices out in the classroom are school issued devices unless otherwise instructed by the teacher. All other electronic devices including, but not limited to, earphones/buds, smart watches, and game systems are powered off and in student bags or lockers. Students will not be able to use their phones if they receive a pass to the restroom. With permission from the teacher, the devices may be retrieved at the 2-minute warning at the end of each period.

Students will have access to their phones during lunchtime, select FLEX opportunities, study hall, and passing time only for 2024-2025. As students leave the LLC, cafeteria, or a study hall cell phones will remain in the classroom holder until the student returns.

*Students may not use their cell phones during a lock-down drill or practiced emergency event. The purpose of the drill is to prepare students for an emergency situation. Cell phone use is prohibited during a lock-down event to avoid drawing attention to a darkened room and to avoid the dissemination of inaccurate information.*

### **Expectations:**

- Upon entering class students will place their cell phone into the hanging pockets.
- Each student will be assigned a spot in the hanging pocket.
- Students may retrieve their device no earlier than 2 minutes before the bell with teacher permission only.
- Refusal to place the device into a hanging pocket results in an escort to the main office. (*Teachers- please use x5555 to request an escort*)
- Students seen with devices outside of the classroom during their academic class will be escorted to the main office for administrative intervention [See Additional Device Violations below].

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### **Administrative Progressive Consequences for Lack of Compliance and Insubordination to Cell Phone Protocol:**

If at any time a student refuses to put their phone in the cell phone pouch, creating a disruption to the learning environment, the following will occur:

- Teacher will call for an escort and the student will be brought to the main office.
  - Administration will meet with the student and give the student one chance to comply. If the student complies, they will have an administrative progressive consequence administered and could potentially return to class if the phone is turned in and locked in the main office.
  - If the student does not comply with administration and continues to show lack of cooperation that leads to disruption of the educational process and an immediate ISS or OSS will be administered.
  - Throughout the year, if a student continues to disregard the cell phone protocol, a plan may be put into place in which the student must turn their phone into the administrative cell phone lock box at the beginning of the day.

### **Additional Device Violations:**

Should a student have a device violation (insubordination) during an academic class period, teachers will follow their progressive classroom disciplinary practices [For example, a student is seen with a device part way through class, and while complies with request to put it in the holder at that point, this is a violation of the beginning of class turn in expectations].

- 1st offense: Teacher verbal warning and reminder and communication home.
  - [If student cooperates and puts the phone into the designated area].
- 2nd offense: Teacher will call for escort to main office (x5555), Administration will meet with the student and the device will be surrendered, failure to comply will result in ISS/OSS.

“New Milford School District, including its staff or employees, is not liable for any device stolen or damaged on campus. If a device is stolen or damaged, it will be handled through the administrative office in a manner similar to other personal property. It is recommended that students personalize their devices for easy identification and utilize protective cases.” (NMPS BOE 5131.81)