



Cell Phone, AirPods, Earbuds, Head Phones, Smart Watch Contract

The [WCPSS Policy 4318 - Student Use of Personal Communication Devices](#) outlines expectations of students regarding personal communication devices such as cell phones, smart watches, and other electronic devices. Additional school-based expectations for WFMS students regarding these items is outlined below.

Please note the information and procedures below are subject to change if needed during the year.

Cell Phone, Airpods, Earbuds, Head Phones

- Cell phones should be silenced or turned off while on campus between instructional hours of 7:00am - 2:15pm. Parents should contact the main office at 919-554-8440 with any messages for their child.
- Cell phones, Airpods, earbuds, head phones, META glasses will not be allowed during instructional hours between 7:00am - 2:15 so that there are no distractions or disturbances. Students may only access their phones and other devices after the end of school day announcements at 2:15pm. Cell phones and all other electronic devices will be stored in identified lock box locations upon entering the classroom.
- Cell phones will be stored in identified lockbox/location upon entering the classroom and remain there until the end of class.
- Airpods, earbuds, headphones may not be used and should be out of sight at all times.
- All electronic devices should be out of sight and silenced during hall transitions.
- Smart Watches must remain in airplane mode. If they are used out of airplane mode, they may be confiscated and placed in the office for the rest of the school day.
- If earbuds or headphones are needed for a classroom assignment, the teacher will provide them.
- Exemptions may be made in the event of an emergency such as early school dismissal as identified by school administration or transportation changes.
- **Devices are not allowed to be charged on campus.**

If a student has a cell phone or earbuds/airpods during instructional hours, the following procedures will apply:

- Staff will ask the student to put the device away in the classroom lockbox.
- If the student refuses to do so, an administrator will be contacted to secure the device for the remainder of the day and the parent will be notified by the classroom teacher.
- If a student consistently fails to comply with the policy, a parent conference will be scheduled to develop a plan and a parent may be required to come to the school to pick the device up.

During times of standardized testing and other student evaluations devices may be secured in locked bins and removed from the classroom to protect test security and avoid misadministrations.



Cell Phone, AirPods, Earbuds, Head Phones, Smart Watch Contract

STUDENT CONTRACT I, _____, have read and understand this cell phone, earbuds, and airpods policy and contract.

- I understand that possession of a cellular phone, earbuds, or airpods on school campus is a privilege, and that consequences will be implemented for failure to comply with school procedures.
- Furthermore, I understand that the school and its employees are in no way responsible for any theft or damage of my cell phone, earbuds, or airpods while on school grounds.
- The school is not obligated to investigate the loss, damage, or theft of any cell phone, earbuds, or airpods.
- Additionally, the school is not obligated to investigate the loss, damage, or theft of any electronic device including tablets, reading devices, etc.

Student Name (Please print) _____

Student Signature: _____ Date: _____

PARENT/GUARDIAN CONTRACT I, _____, have read and understand these cell phone, earbuds, and airpods procedures and contract.

- I understand that possession of a cellular phone, earbuds, or airpods on school campus is a privilege, and that consequences will be implemented for a student's failure to comply with school procedures.
- Furthermore, I understand that the school and its employees are in no way responsible for any theft or damage of my student's cell phone, earbuds, or airpods while on school grounds.
- The school is not obligated to investigate the loss or damage of a cell phone, earbuds, or airpods.
- Additionally, the school is not obligated to investigate the loss or damage of any electronic device including tablets, reading devices, etc.
- I understand that I may be asked to participate in a parent conference or pick the device up from school if my student repeatedly fails to comply with the school procedures.

Parent/Guardian Name (Please print) _____

Parent/Guardian Signature: _____ Date: _____