



## STUDENT PHONE POLICY & GUIDELINES

**Phones are not to be used during school.** Every student is assigned a personal Yondr Pouch. While the Yondr Pouch is considered school property, it is each student's responsibility to bring their Pouch with them to school every day and keep it in good working condition.

### DAILY PROCESS

As students **Arrive to School**, they will:

- 1) Turn their phone off.
- 2) Place their phone inside their Pouch and secure it in front of school staff.
- 3) Store their Pouch in their backpack for the day.

At the end of the day, students will open their Pouch, remove their phone, close their Pouch and put it in their backpack. Students must bring their Pouch to school with them each day.

\*Students arriving late or leaving early will pouch/unpouch their phones in the main office.

### VIOLATIONS

#### Pouch Damage / Lost Pouch / Using Phone During School

- If a student damages their Pouch or is caught on their phone, a dean will collect the phone/Pouch and call home. The phone will remain inside the school's safe until the end of dismissal and student(s) **will be charged \$20 to replace the pouch.**

Examples of damage:



- Ripped
- Cut
- Torn
- Pen/pencil marks
- Bent/cut pin
- Signs of force to black button on flap

#### Forgotten Pouch

If a student forgets their Pouch, **their phone will be collected and stored in a safe, a call home will be conducted in order to remind the Parent of the policy.** The phone will be returned to the student after dismissal is complete.

If a student consistently forgets their Pouch, it is considered Lost. **Refer to the Lost Pouch policy above.**

#### Consequences for not following policy:

**1st Time: Warning w/ call home**

**2nd Time: Confiscated w/call home**

**3rd Time: Confiscated & parent must retrieve phone**