

CELLULAR PHONES

UPDATED FOR 2026-27

Please also consult the district's **Acceptable Use Policy (AUP)** regarding expectations for all technology.

With our 1:1 initiative, all students will have access to a Chromebook; therefore, there is no reason for students to have their phones out during the school day, unless given a specific educational task by the teacher. The HCMS cell phone policy is as follows:

- **Cell phones/Electronic Devices must remain out of sight from the time students enter the building until the time they exit the school building except when authorized by a teacher or administrator.**
- Teachers may permit use of cell phones/electronic devices for academic activities related to curriculum and will notify students when this type of use is authorized.

When a device is in use in the classroom, students WILL NOT:

- Answer an incoming SMS (text) message or phone call.
- Be on any social media site (Facebook, Twitter, Snapchat, etc...).
- Access or play any game or access any entertainment site on their device.
- Access or use any application (app) on their device unless expressly instructed to by the teacher.
- Take any picture or video that the teacher has not expressly asked you to take.
- Upload any picture or video taken during the instructional day to any social media site or website.
- SMS (text) message or email any picture or video taken in class to any person, including themselves.
- Access any type of mobile web browsing for any reason unless directed by the teacher.
- Take any pictures, video or text any class assignments or assessments without permission.
- Cell phones/Electronic Devices will be confiscated if used from 8:00 AM-3:20 PM (classroom, gym, cafeteria, hallways, restrooms, or field trips) – this includes talking on, ringing during class, text messaging, listening to music, photographing or videoing.
- Confiscated devices will be held by administration for the parent or guardian to pick up.

Additional Notes

- Every incident will be documented in Infinite Campus.
- Anyone loaning a device that gets confiscated is taking the chance that the device will be held by the administration for a parent/guardian to pick up.
- If a student refuses to relinquish the device to a school staff member, the parent will be contacted and possible suspension will occur.
- The staff of Henry County Middle School is not responsible for devices that are brought to and/or confiscated at the school.
- If a student needs to contact their parent or guardian, the student needs to come to the office to call home.
- Parents should contact the school if important information needs to be relayed to the student.
- The use of wireless communication devices to commit a crime can result in criminal penalties.

Consequences for violation of the general guidelines above or for a specific classroom policy shall include the following:

- **1st offense-** Warning issued by teacher and is documented.
- **2nd offense-** Teacher confiscates device and gives it to administration. Administration will give the phone back to the student at the end of the day and send a copy of the behavior referral for use of the cell phone home with the student. Documentation of action in Infinite Campus.
- **3rd offense-** Teacher confiscates device and gives it to administration. Administration will give the phone back to the student at the end of the day and contact the parent or guardian. The student will turn in the phone to the front office upon arrival at school the next school day. Administration will return the phone to the student at the end of the next school day. Documentation of action in Infinite Campus.
- **4th offense -** Teacher confiscates device and gives it to administration. Administration will give the phone back to the student at the end of the day and contact the parent or guardian. The student will turn in the phone to the front office upon arrival at school for the next five school days. Administration will return the phone to the student at the end of each school day. Documentation of action in Infinite Campus.
- **5th offense -** Teacher confiscates device and gives it to administration. Administration will give the

phone back to the student at the end of the day and contact the parent or guardian. The student will turn in the phone to the front office upon arrival at school for the remainder of the school year. Administration will return the phone to the student at the end of each school day. Documentation of action in Infinite Campus.

*Students who fail to turn in their phone to staff on the 2nd-5th offenses will be assigned time in ISS. The administration can assign multiple ISS days or suspensions for repeated offenses.

*Abuse of front office staff when picking up phones will not be tolerated.