

Skyline High School Cell Phone, Headphone, and Electronics Policy

Objective:

The cell phone, headphone and electronics policy is established to create a conducive learning environment by minimizing distractions and fostering student engagement during class time.

Cell phones, headphones and earbuds may be used before and after school hours, and during hall passing in between classes, and/or during lunchtime. However, the device or earbuds must not impede the student from being able to hear directions and inquiries from school personnel and fellow students. School personnel reserve the right to confiscate cell phones when school policies are not followed. Photos and videos may not be taken at school without proper authorization from the person(s) being photographed.

If asked to do so by a staff member, students must surrender their cell phone and/or headphones. Confiscated phones and headphones will be taken to an SLC Office for storage. Failure to respond to a reasonable request may lead to serious consequences under the *AAPS Rights and Responsibilities* handbook. AAPS will assume no responsibility for loss/damage to these items. If you do not agree to these guidelines, please do not bring a cell phone or headphones to school.

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1. Storage:

- At the beginning of each class period, students are required to place their cell phones in a designated pocket chart located at the front of the classroom, in their designated number pocket. Pocket charts will be placed away from the door.
- The pocket chart will be clearly labeled with individual pockets corresponding to each student's name or assigned number.
- All headphones, airpods, earbuds, etc., must be out of ears and stored in the student's backpack for the duration of the class period.

2. Responsibility:

- It is the responsibility of each student to place their phone in the designated pocket and headphones and other electronics in their backpack upon entering the classroom. (Phones remain in the pocket during trips to the bathroom, drinking fountain, on hall passes, etc.)
- Students must ensure that their phones are turned off or set to silent mode before storage.
- It is the responsibility of each student to adhere to this policy and to respect the learning environment of the classroom.
- Teachers are responsible for enforcing the policy consistently and fairly.

3. Access to Phones:

- Students will not have access to their phones during the class period unless there is a specific educational requirement approved by the teacher.
- In case of an emergency, students may request permission from the teacher to access their phone.
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4. Consequences for Violation:

- Tier 1, first offense: Verbal warning and Confiscation of the cell phone until the end of the class period.
- Tier 1, second offense: Confiscation of the cell phone until the end of the class period and the student will receive a written warning (level 1 problem-solving form completed by teacher), (we are working on the form submission also notifying parents)
- Tier 2, third offense: Confiscation of the cell phone to the SLC office until the end of the day. The student will receive a written warning (level 2 problem-solving form completed by the teacher), a counselor notification to parent . (Teacher will call CA to retrieve and take to the office)
- Tier 3, fourth offense: If the student is persistently disobedient, a tier 3 problem-solving form should be submitted by the teacher to an administrator and progressive discipline will be considered. Additional offenses will follow this same process.

If a student removes their cell phone from their pocket without the teacher's permission, the cell phone will be turned into the SLC office for the remainder of the day and the student may retrieve it at the end of the day. If this becomes a pattern of behavior, progressive discipline will be considered.

Subsequent Offenses: Progressive disciplinary action, including detention and/or confiscation of the phone, parent/guardian notification by administration.

Consequences reset at the start of each trimester.

5. Exceptions:

- Teachers may choose to modify the cell phone policy for certain classroom activities or assignments where the use of phones is deemed beneficial to learning.
 - In such cases, teachers will provide clear guidelines and supervision to ensure appropriate use.
- In cases of emergency, students may request permission from the teacher to access their cell phones.
- Students who need to keep their cell phones with them for medical monitoring will be issued a pass per trimester by their counselor or an administrator.

6. Parental Notification:

- Parents/guardians will be informed of the school's cell phone policy at the beginning of the academic year.
- Any changes or updates to the policy will be communicated promptly to parents/guardians.
- Parents/guardians will be notified if their child repeatedly violates the policy.

- If students are consistently insubordinate, parents may be asked to come and pick up the phone from the school and meet with a staff member to discuss next steps.

7. Evaluation and Review:

- The effectiveness of the cell phone policy will be periodically evaluated by school administration and teaching staff.
- Adjustments may be made by administration based on feedback from students, parents, and educators to ensure its relevance and efficacy.

Implementation:

Teachers will review the cell phone policy with students at the beginning of each term in each class and periodically throughout the school year as necessary. Clear signage indicating the policy will be displayed in classrooms, and parents/guardians will receive written notification of the policy. Teachers will enforce the policy consistently and fairly, with support from the school administration.

By adhering to this policy, we aim to create a conducive learning environment where students can focus on their studies and engage actively in classroom activities. Students will contribute to a focused and productive learning environment where academic achievement and personal growth are prioritized. Your cooperation in following these guidelines is greatly appreciated.