



Dear Parent/Guardian:

Due to the increasing number of interruptions caused by electronic devices in classrooms, and the inappropriate use of electronic devices including bullying, and picture taking and video recording of other students, our school's electronic use policy will now prohibit the use of these devices during the school day. Please read the new electronic device policy, which will go into effect Wednesday, March 16.

**CELL PHONES, TABLETS, IPADS, IPODS/MP3 PLAYER, HEADPHONES, LASER  
POINTERS, AND ALL OTHER ELECTRONIC DEVICES**

Students are encouraged not to bring electronic devices such as cell phones, music players, video & hand-held devices, etc. to school. The school will not be responsible for the loss or replacement of these items. If students still choose to bring electronic devices with them, they should be turned off and stored in the student's hallway locker as soon as the student enters school, and remain there during school hours. They are not to be placed in gym lockers.

**Possession or use of any of the above devices between 8:00 and 3:31 will result in confiscation of the device.**

Consequences apply to both the owner of the device, and to the student who used or was in possession of it (if other than the owner). Do not lend electronic devices to others.

**I understand if my parents need to contact me, they may call the main office or the attendance office and the message will be sent to me during the school day.**

The following consequences will occur for violation of this policy:

**1<sup>st</sup> Offense:** Phone confiscated, phone back at end of the day in the office

**2<sup>nd</sup> Offense:** Phone confiscated, lunch detention, phone back at end of the day in the office

**3<sup>rd</sup> Offense:** Phone confiscated, 30 minute after school detention, phone back after three school days or parent pickup

**4<sup>th</sup> Offense:** Phone confiscated, 60 minute after school detention, parent pickup required

**5<sup>th</sup> Offense:** Phone confiscated, 1 day in school suspension, parent pickup required

**Further Offenses:** Subject to the discretion of administration as per the Billings Public Schools District Acceptable Use Policy

Thank you for helping us ensure that your student understands the new policy.

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