

# **Cell Phone Guidelines**

Owning a cell phone has become the norm for many students at Stillwater Area High School. The overwhelming majority of our students use their cell phone in an appropriate and acceptable manner during school hours. To provide clarity and consistency for students, families and staff we will implement the following cell phone guidelines for the 2019-2020 school year.

## If students choose to bring a cell phone to school our expectations are as follows:

- 1. All cell phones will be turned off during class hours including Flex Time.
- 2. Cell phones are not allowed to be on the student's person including in pockets while in classrooms during class hours including Flex Time. Any cell phones present at SAHS during class hours or Flex Time must be either:
  - in the student's assigned locker.
  - secured with a staff member in a predetermined location within the classroom.
  - in a backpack or bag separate from the student's person.
- **3.** Staff members may give permission for personal technology use in the classroom for academic purposes depending upon the learning activity and situation.
- **4.** Students may use their cell phone appropriately during passing time, their designated lunch hour and before and after school. This includes:
  - · Checking in with or responding to family members
  - Sending and receiving appropriate communication with friends
  - · Sharing school appropriate material with friends
- **5.** Students may use their cell phone or device to listen to music only before school, during lunch, after school and during class if the teacher has given permission.
- **6.** Cell phone use of any kind is not permitted in locker rooms or bathrooms.
- **7.** Students sent to the office for any disciplinary action will turn in cell phones to be held until the student is dismissed back to class.
- **8.** Using a cell phone to record or take photos of staff is not allowed without permission given by the staff member in advance.
- **9.** Recording or taking photos of classmates with the intent to bully or harass is not permitted.
- **10.** Using social media, apps, or any other function of a cell phone/device to spread rumors, bully, make fun of, exclude, put down or create a disruption in school is not permitted.
- 11. Sharing or asking classmates for inappropriate content is not permitted.
- 12. Use of a cell phone during tests without permission will be considered academic dishonesty.

Should a situation arise that a student needs to use their phone during class, we ask they get permission at an appropriate time and quickly get back to work.

## Consequences for students using their phone during unapproved class time or inappropriate reasons:

## 1st Offense

 Warning from staff member

## **2nd Offense**

 Phone is held in Pony Center/office for the remainder of the day



## **3rd Offense**

- Phone is held in Pony Center/office for the remainder of the day
- Phone will be held by administration until parents pick it up



### 4th Offense

- Phone is held in Pony Center/office for the remainder of the day
- Phone will be held by administration until parents pick it up
- Cell phone plan will be created with student, parent, and administrator

For more serious infractions administration will follow state laws and Stillwater School District's Discipline Policy.