



## **Cell Phones and Electronic Devices: Procedures During Standardized Testing**

During any type of standardized testing, national, state or local district and SPGs, students are not permitted to use any electronic device that could allow them to access, retain, or transmit information. This includes, but is not limited to the following:

- cell phone
- smartphone
- electronic recording device
- camera
- playback device
- tablets or iPods
- smart watches

All electronic devices should be powered off and placed inside a book bag and/or locker. Examiners are asked to do the following:

1. request students power off their personal devices in the presence of the Examiner.
2. request students place their personal devices in their book bags.
3. place book bags in their lockers or central location inside the testing room.
4. inform students that any unauthorized use of an electronic device may result in a testing invalidation or a grade of zero and/or disciplinary action.

The electronic device remains the responsibility of the student at all times while on school grounds.

Should the unauthorized use of an electronic device during testing be suspected, the Examiner is to collect the device and contact the Administrator/Test Coordinator immediately. The student should continue testing until the Administrator/Test Coordinator arrives.