

DHS Cell Phone Procedures

Cell phones cannot be visible during instructional time. Cell phones should be placed in school-issued phone lockers or placed in the student's bookbag until the end of the block.

If a student needs to contact a parent/guardian during school hours, they should go to the Attendance Office.

Students: If a faculty or staff member asks for your phone, you **must** hand over your phone. Failure to comply will result in administrative action.

Cell Phone Violation Consequences

- 1st Offense: Teacher will confiscate the phone and return at the end of class.
- 2nd Offense: Teacher will confiscate the phone and give it to the grade-level administrator. The parent/guardian will have to pick up the phone in person.
- 3rd Offense: Student will receive a discipline referral. The teacher will confiscate the phone and give it to the grade-level administrator. The parent/guardian, student and administrator will have a conference prior to the phone being released.
- 4th Offense: Student will receive a discipline referral and be assigned to In School Suspension.
- 5th Offense: Student will receive discipline referral and be assigned Out of School Suspension, Pre-Hearing Conference with grade-level administrator.