

Sobrato Personal Electronic Device Expectations for Classrooms

*We know that students learn best when they are **engaged in and accountable** for their learning, and when staff can provide focused, **personalized support**.*

1. **Procedure is posted** in every classroom to clarify expectations.
2. There will be a **verbal reminder** from teacher to class at the start of each class period.
3. Daily expectation that **phones are stored in a phone caddy** in the classroom at the start of class.
4. Daily expectation that **earbuds and other devices are in backpacks** and backpacks are on the floor at the beginning of the class period.
5. **Devices stay in the classroom when students use the restroom, or leave during class.**
6. **Devices stay in phone caddy.** Devices can only come out of the caddy with permission from the teacher.
7. **Reminders and Warnings**
 - a. If a device is out without permission, teacher reminds student of expectation and class culture and waits for them to put their device in the caddy.
 - b. If this is a daily occurrence, or if it is late in the year, teacher may choose to skip this step and move on to the next intervention.
8. **In-class confiscation**
 - a. If a device is out more than once in a class period, the teacher will ask the student to put the device on the teacher's desk, or in other designated, secure place in classroom. Teacher may not pause instruction, but will address it at a break if necessary.
 - b. If a student must put device on the teacher's desk more than once in a week, the teacher has a conversation with the student about device use habits and the importance of staying focused in class. Teacher at this point can contact parent if necessary.
9. **Office confiscation and possible referral**
 - a. If a student still has device habit challenges, a referral to the office is appropriate.

Phones are **not** permitted in PE locker rooms or in bathrooms. The consequences for having a phone out in these locations could be a referral, detention, or suspension, depending on the situation.