



William M Anderson Elementary

**2025-2026 Cellular Device
Ban
Storage Process**

July 2025

Links to Supports

Link to Elementary Guide
[Elementary Cellular Storage Options](#)

Link to Secondary Guide
[Secondary Cellular Storage Options](#)

Bryan Adams Video of Arrival & Dismissal Procedures
<https://drive.google.com/file/d/1aUOrDjstRII3oZy6Lp5BdhxLnKphdYOE/view?usp=drivesdk>

Bryan Adams Advisory Presentation
[Advisory Presentation](#)

Link to FAQ Google Doc
[FAQ Cellular Device Ban](#)



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HB 1481

House Bill 1481 requires schools to implement policies either prohibiting devices on campus or providing secure storage for them during the school day, and it includes consequences for violations.



SCOPE

Law prohibits the use of personal cellular devices by student during the instructional school day while on school grounds.

EXCEPTIONS

Students with device needs in IEP or 504, a doctor's note for devices needed, or for health or safety requirements may receive an exception.

CONSEQUENCES

Consequences are required for students who violate the ban.

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Personal Cellular Devices



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CELLULAR DEVICE GUIDELINES



- Cell phones are not permitted for student use during the school day.
- Phones must be turned off prior to arrival on campus.
- Collection and storage occurs each morning during Home Room.
- Devices are returned at dismissal, prior to students leaving campus.
- Compliance is mandatory and non-negotiable.

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Standard Collection & Storage Method

[Link to Elementary Guide](#)



- **Step 1: Collection**

- Teachers collect student phones during Home Room.
- Devices must be turned off before handing them in.

- **Step 2: Storage**

- Devices are placed in a clear storage bin designated for phone storage.
- Bin is then stored in a locked teacher cabinet during the school day.

- **Step 3: Return**

- At dismissal, during Home Room, teachers return phones to students before departure.

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Discipline Consequences

[Link to Elementary Guide](#)



Confiscation

- First Offense - Device is confiscated, parents/guardians may pick it up with no fee assessed.
- Second Offense - Device is confiscated, parents/guardians may pick it up and pay an administrative fee of \$5.
- Third Offense - Device is confiscated, parents/guardians may pick it up and pay an administrative fee of \$10.
- Additional Offenses - Device is confiscated, parents/guardians may pick it up and pay an administrative fee of \$10.
- Any device not claimed by September 1 following the end of the school year will be disposed of according to FNCE(LEGAL).

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Discipline Consequences

[Link to Elementary Guide](#)

Referral

- First Offense
 - Parent is contacted by the teacher.
 - Device is returned to parent only.
- Second Offense
 - Parent contact and mandatory parent conference with administrator.
 - Device is returned to parent only.
 - Behavior documentation entered into system.
- Third Offense
 - Parent contact and updated behavior documentation.
 - Device is returned to parent only.
 - Student referred to administrator.
- Additional Offenses (Fourth or More)
 - Mandatory parent conference with campus administrator.
 - Possible referral to DAEP.

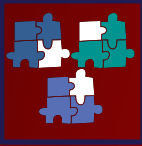


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Next Steps

[Link to Elementary Guide](#)



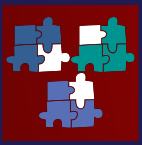
Communication

1. Plan meetings with Staff, Parents, and Students



Responsibilities

2. Identify key staff to take on necessary roles for implementation and continuous improvement and monitoring



Implementation Process

3. Meet with key staff, SBDM, PTA, etc. to review plans and establish final processes for implementation



Purchasing / Backup

4. Purchase locks for clear backpacks.

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Roles / Protocols

[Link to Elementary Guide](#)



Students' Role

- Do not bring personal devices to school
- If devices are brought to school, turn the turned off device to homeroom teacher each morning.
- Retrieve device at dismissal



Teachers' Role

- Process in place for reporting of non-compliance
- Teacher sends message to Administrator
- Administrator comes and removes student from classroom and completes referral process



Administrators' Role

- Quickly go to location where staff has sent message requesting a student has a device out
- Pick up device and student to complete discipline referral process



Parents' Role

- Parent/guardian must come pick up confiscated devices each time and pay fee
- Parent/guardian must meet with administrators to retrieve device.

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