

2025-2026

## Cell Phone Use Procedures

As a follow-up to the “Phone-Free SV” letter we shared in June, we’re providing additional details about how this initiative will roll out across all K–12 schools with the start of the 2025–26 school year on Thursday, Aug. 21.

Since 2023, we’ve gradually introduced procedures to reduce personal device use in schools. These early efforts gave students a chance to step away from the constant pull of their phones, and many shared that it helped them focus more, feel less pressure and be more present with their peers and in class. This next phase marks a more consistent, structured approach across all grade levels.

The most significant change will affect secondary students (grades 7–12), who will no longer be permitted to use personal devices in hallways, during study halls or in lunchrooms. Upon entering first period, all students will be expected to put away their phones and electronic devices, where they will remain stored until the end of the school day.

We understand this is an adjustment for many students and families. However, our goal remains the same: to help students develop healthy habits in a supportive, consistent environment. By reducing distractions and limiting screen time, we intend to encourage stronger focus, lessen anxiety and support more meaningful social and academic engagement throughout the day.

We also recognize that there are times when families need to communicate with their children during the school day. General communications from parents should be directed to our main offices. In the event of a family emergency, parents are encouraged to call the school office. Students may visit the office at any time if they need to contact home, and they are permitted to check their phones at the end of the school day.

To ensure a consistent approach across all buildings, the following guidelines and responses will be in place for students who do not meet our “Phone-Free SV” requirements:

### **Device Guidelines and Responses – Grades K–12**

#### **First Incident**

Device will be sent to the main office for the student to pick up at the end of the school day. The parent/guardian will be notified.

### **Second Incident**

Device will be sent to the main office for the student to pick up at the end of the school day. The parent/guardian will be notified. Additionally, the student will be seen in the main office to review the policy.

### **Third Incident**

Device will be sent to the main office for the parent/guardian to pick up at the end of the school day. Additional discipline may be assigned and can result in consequences which range from detention to in-school suspension at the secondary (grades 7-12) level, and lunch detention to in-school suspension at the elementary (grades K-6) level.

### **Ongoing Incidents or Insubordination of Policy**

Device will be sent to the main office for the parent/guardian to pick up at the end of the school day. Additionally, the student will be seen in the main office to review the policy. Progressive discipline will take place at this level and depend on the scope and number of policy violations.

Once again, we believe this initiative will help our students thrive academically, socially and emotionally. We appreciate your support and partnership as we work together to create more engaging and positive learning environments.