



Policy: Wireless Communication Device

Approved by Governing Council on: 8.13.25

Purpose

The purpose of this policy is to establish clear guidelines for wireless communication device use at Siembra Leadership High School. This policy aims to minimize distractions in the learning environment while recognizing the educational value of technology when used appropriately.

General Guidelines

- **School-Wide Restrictions:**

- Cell phones must be silenced or on vibrate mode during school hours. Phone calls may be made with staff permission in designated areas.
- Photography, video recording, or audio recording is prohibited without explicit permission from staff and consent of subjects.
- Students are responsible for the security of their own devices.
- Staff may request that phones be placed in designated storage areas during assessments or sensitive discussions.

- **Project Area Guidelines:**

Cell phones may only be used in project areas for project-related work, such as:

- Cell phones may be used in project areas for project-related work, such as:
 - Research
 - Documentation of project progress
 - Communication with project partners
 - Educational applications
 - Collaborative tools
- Project-related use must be clearly visible to supervising staff.
- **Social Break:** Students are permitted one 5-10 minute (dependent on teacher requirement) cell phone break during project time in the project area. This break:
 - Must not disrupt other students
 - Must be taken at an appropriate time, as determined by the supervising teacher
 - Cannot be combined with other breaks to create extended screen time
 - Must end promptly when the designated break time concludes





- **Common Areas (Hallways, Cafeteria, etc.):**
 - Cell phone use is permitted during passing periods and lunch periods.
 - Content viewed or shared must comply with the school's Acceptable Use Policy.
 - Headphones/earbuds must be used when listening to audio.

Exemptions

The prohibition against wireless communication device use shall not apply in the following circumstances:

1. **Medical Necessities:** Students with documented medical needs requiring device access.
2. **Emergencies:** Students may use devices during any emergency situation.
3. **Accommodations:** As prescribed by an Individualized Education Program (IEP) or a Section 504 plan for students with disabilities.

Emergency Communications

Parents/guardians needing to contact students during school hours due to emergencies should call the main office. Office staff will ensure students receive urgent messages promptly.

Policy Review

This policy will be reviewed annually by administration, teachers, and student representatives to ensure it meets the evolving needs of our learning community while maintaining a productive educational environment.

Acknowledgment

Students and parents/guardians must sign the Cell Phone Policy Acknowledgment Form indicating they have read, understand, and agree to comply with this policy.

This policy is available on the school's website at www.siembraabq.org

