

# Temple Christian Academy Cell Phone Policy for Students

## Purpose

To establish the basic structure for the use of cell phones owned by students in school.

## Policy

This policy is intended to ensure that personal cell phones on the school property do not interfere with the learning, safety, and well-being of students and staff.

There is no reason that a student should need to use a cell phone during the regular school day. In any instance requiring an emergency communication with a student, our school will immediately assist the student, a parent, or other responsible adult with that situation by using a school telephone. All classrooms are equipped with a landline.

## Policy rules

1. Cell phones are prohibited from use in classrooms and any other area in which academic work is being done.
2. Cell phones are not permitted to be charged at the school.
3. Headphones and other Bluetooth-enabled devices are not permitted to be worn in any area of the school.
4. Once inside the school, students must store their cell phones in the designated location that is provided by the school. It is YOUR responsibility to put it the designated area. Each first hour classroom will have a holder with the student's name on it. They will have to put their cell phone in the holder, where it will remain until the end of the school day.
5. At no time can another student touch, take or handle another student's cell phone.
6. Under no circumstance is photographing or video recording allowed anywhere on the school premise.
7. Phones must remain off at all times throughout the school day.
8. If students need to place an emergency phone call during the day, they should request to go to the main office to use an office phone.
9. If students violate the school's cell phone policy, the following may occur:

**First offense:** The student's cell phone will be confiscated by a staff member and held in the main office until the end of the school day. Before being allowed to pick up their phone at the end of the day, students must discuss and review the cell phone policy with a staff member. An infraction will be issued.

**Second offense:** The student's cell phone will be confiscated and held in the main office until the end of the school day. The student's parents will be contacted and informed of the refusal to follow the school's cell phone policy. Students may pick up their phones following the end of the school day. A level 3 infraction will be issued and student will have to serve early detention in the morning. Early detention will be served from 7:00 a.m. – 7:45 a.m.

**Third offense:** The student's cell phone will be confiscated and held in the main office until the student's parents are able to come to pick it up. The student will receive in-school suspension and will be prohibited from bringing their cell phone back on school grounds for the rest of that semester. **Any cell phone offense after the third offense could lead to expulsion.**

\*\*The administration reserves the right to adjust these consequences on a case-by-case basis, if needed. For example, extreme behaviors that break the law or engaging in bullying or harassment of other students may result in suspension or expulsion.

**STUDENT CELL PHONE CONTRACT**

I, \_\_\_\_\_, have read and understand this cell phone policy contract. Furthermore, I understand that the school and its employees are in no way responsible for any theft or damage of my cell phone while on schoolgrounds. The school is not obligated to investigate the loss or damage of any phone.

Student Name (Please print) \_\_\_\_\_

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PARENT CELL PHONE CONTRACT**

I, \_\_\_\_\_, have read and understand this cell phone policy contract. Furthermore, I understand that the school and its employees are in no way responsible for any theft or damage of my cell phone while on schoolgrounds. The school is not obligated to investigate the loss or damage of any phone.

Parent/Guardian Name: (Please print) \_\_\_\_\_

Parent/guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_