



**Cell Phone/Electronic Device Guidelines/Expectations
Effective 22/23 SY**

****Subject to be changed and modified at the discretion of administration.***

Any student who chooses to bring a cell phone or other electronic device to school will do so at his or her own risk and will be personally responsible for the security of his or her cellular phone or electronic device. Champion MS and its staff members will assume no responsibility or liability for loss, theft, damage or vandalism to a cell phone or other electronic device brought onto school property.

Cell phone guidelines/expectations:

1. Cell phones may be used on school grounds before school, during lunch, and after school.
2. Cell phone use is prohibited in classrooms, restrooms, and school offices, unless otherwise stated by a teacher.
3. During the instructional day, cell phones must remain out of sight and in silent mode.
4. Unless explicitly allowed by a staff member, headphones and other listening devices may only be used before and after school hours.
5. Cell phones must be placed in lockers, backpacks, or another location away from students and their desks during tests and assessments.
6. 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.
7. Students may be subject to disciplinary action if their use of their cell phone disrupts the school's educational environment. Examples of this include, but are not limited to: cheating, bullying, harassment, unlawful recording or photographing, violating other school rules.

If students violate the school's cell phone guidelines, 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 guideline with a staff member.
- **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 guideline. The student's parent will need to pick up his or her child's phone from the main office.
- **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 may receive school level disciplinary action, at the discretion of the building administration.

*****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 engage in bullying or harassment of other students may result in suspension.***