



*Everyone Connects: Attend, Engage, Achieve*

## **Cell Phone Policy**

- Cell phones are permitted before or after school in the hallways, in the hallways during passing periods, and in the cafeteria during lunch.
- **Cell phone use is not permitted in the classroom.**
  - Each classroom is equipped with a secure holding area for phones.
  - Each student is required to place their cell phone in the secure holding area during classes. Students will place their phone in the holding area during the first minute of class; and they will collect their phone during the last minute of class.
  - Students who do not feel comfortable using the classroom holding areas shall not bring their phones to class. They will need to either leave their cell phones at home or place them in their locked locker.
  - Students should turn off their phones while in holding to avoid a disruption.
  - Students who are seen possessing a cell phone during class time will automatically be sent to the dean's office with an office referral.
  - The same policy is in effect for students using a personal device that is being used as an extension of the cell phone (example: smartwatches, earbuds, airpods, etc.).
- Cell phone use is not permitted in the offices or conference rooms.
- Cell phones should not be used for recording or taking pictures of another person without their permission.
- Cell phones are not required at school and may stay home.

## **Administrative Guidelines**

- Students in possession of a cell phone during class will be sent directly to the office. Teachers no longer need to confiscate cell phones from students. Ask the student privately to go in the hall and then tell them to report to the office.
- Teachers send an email to [centralsdiscipline@evsck12.com](mailto:centralsdiscipline@evsck12.com) and give the student name and nature of misuse of electronic device(s)
- Phones will be turned in the office for the remainder of the day.
- Further disciplinary action can be taken for non-compliance and repeat offenses.