**This information is taken directly from the student handbook which is available on the school website.**

**Cell Phones and Electronic Devices**

**Definition:**

Electronic devices such as (but not limited to) cell phones, laptop computers, tablets, and iPods are intended to be used as instructional devices in a school setting.

**Responsibility**:

If a student brings such a device to school, **the student accepts full responsibility for the device**. The student must ensure that he or she adheres to school policy and locks the device in his or her locker and does not bring it to class unless permission has been granted by the teacher.

**Use**:

The use of any such electronic device in the classroom will be with the permission of the classroom teacher. Students may be asked to store their devices in their locker. Appropriate use of cell phones may include: calculators (but not during exams), timing devices, translation applications, student response applications, dictionaries or internet access.

The use of such devices to promote academic dishonesty or illegal activities is strictly prohibited. Ringtones must be turned to silent or on vibrate mode during the school day.

It is the classroom teacher who will decide whether the use of an electronic device is disruptive to the working environment of their classroom.

Parents may be contacted by the classroom teacher if students do not respect the electronic devices rule of the classroom.

**Misuse**:

Students will not engage in activities with electronic devices that could result in invasion of privacy and/or harassment. No photos, videos or audio recordings will be taken of students or staff members without the subject’s permission.

If students are found to have their electronics in class without prior teacher permission the following consequences will occur:

1st offense – Warning to put device away/ in their locker.

2nd offense – Electronics will be taken away for the remainder of the class. (Will be put in teacher’s desk drawer) A log entry will be filed.

3rd and all subsequent offense – Electronics will be taken away until parent can come to pick them up from the school/teacher. (Will be locked in safe in office)