



# Jefferson Academy Cell Phone Policy 2017-18



Starting in the 2014-15 school year, we implemented a new cell phone policy. All students must turn in their cell phones to be secured upon arrival to school each day. The phones will be labeled and stored under lock and key until students pick them up at dismissal.

The process for cell phone drop-off/pick-up is as follows:

1. Upon arrival, students will deposit cell phones at the assigned deposit location in the main lobby.
  - Late students will deposit their phones in the main office
2. Phones will be clearly labeled with students' names.
3. Phones will be secured under lock and key until dismissal.
4. At dismissal, students may retrieve phones from designated location:
  - 6<sup>th</sup> grade: Use Stairwell 2, Pick up in Lobby
  - 7<sup>th</sup> grade: Use Stairwell 4, Pick up outside Library
  - 8<sup>th</sup> grade: Use Stairwell 2, Pick up in Gym hallway

\*\* Students picked up for early dismissal may retrieve cell phones in the main office

\*\*\* Students in after-school activities may pick up their phones in main office AFTER those activities

**Cell Phone Policy Violations:** If a student is in possession of cell phone during prohibited times...

1 <sup>st</sup> violation	2 <sup>nd</sup> violation
<ul style="list-style-type: none"> <li>• Student issued after-school detention</li> <li>• Cell phone is confiscated and given to administrator; secured in locked closet in their office</li> <li>• Cell phone is held until collected by parent</li> </ul>	<ul style="list-style-type: none"> <li>• Student issued after-school detention</li> <li>• Cell phone is confiscated and given to administrator; secured in locked closet in their office</li> <li>• Cell phone is held until collected by parent</li> <li>• <b>Student is not permitted to bring phone into building for remainder of school year</b></li> </ul>

I have read and understand the Jefferson Academy Cell Phone Policy.

Printed name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_