



## **SCHOOL-BASED POLICY OF THE ANDERSON SCHOOL FOR USE OF CELL PHONES/SMART PHONES AND ELECTRONIC DEVICES ON SCHOOL PROPERTY**

Students are permitted to bring the following electronic items to school:

- 1) Cell phones/smart phones. 2) Electronic readers (E-readers)

Students are not permitted to bring any other electronic devices to school with the exception of assistive technology which shall be pre-approved by administration.

**A. The use of cell phones/smart phones and E-readers at school is subject to the restrictions below.**

1. Cell phones/smart phones may not be turned on or used during the administration of any school quiz, test or examination.
2. Cell phones/smart phones may not be turned on or used during school fire drills or other emergency preparedness exercises.
3. Cell phones/smart phones may not be used in locker rooms, stairwells, hallways, backstage, or in bathrooms, or on the school bus.
4. Cell phones/smart phones may not be used at any time on Anderson School premises, before school hours, during school hours, or after school hours.
5. Cell phones/smart phones may not be used as calculators at any time.
6. Cell phones/smart phones may not be used in school for school projects.
7. Cell phones/smart phones are not to be used for phone calls, sending or receiving text messages, or Internet access on school premises, including the school bus.
8. Students who need to call their parents need to do so from the school's main office, using the office telephone. Cell phones/smart phones are not permitted to be used for this purpose.
9. E-readers may be used at school in classrooms and the cafeteria for reading only. Wi-Fi or Internet service must be turned off on school premises, including on the school bus. Accessing video games is not permitted at any time.
10. Cell phones/smart phones and E-readers may not be charged at school.

**B. Cell phones/smart phones and E-readers may be used as set forth below:**

During the school day:

- Cell phones/smart phones may not be turned on or used while on school property.
- Cell phones/smart phones may be used during the following non-instructional times of the school day: during off-campus lunch, students may take their phones out of their locker and take them to their lunch location. They may be used at their lunch location. Upon students' return to school, phones must be turned off and stowed in lockers.
- E-readers may be used in classrooms for reading, with teacher supervision. They may also be used in the cafeteria and on the school bus, for reading only.

After school hours:

- Cell phones/smart phones may be used when students on an academic or sports team are **offsite** and need to contact a parent about transportation, with the coach’s permission and in view of the coach.
- Cell phones/smart phones may not be turned on or used during onsite clubs and/or extracurricular activities.
- E-readers may be used for reading only, during onsite clubs and/or extracurricular activities.

**C. Confiscation and return of cell phones/smart phones**

Infraction	Discipline Measure First Occurrence	Discipline Measure Second Occurrence	Discipline Measure Third Occurrence	Discipline Measure Repeated Occurrence
Student brings cell phone/smart phone into classroom.	Confiscation of cell phone/smart phone. Student’s name recorded on roster. Cell phone/smart phone turned in to main office. Student picks up at end of school day.	Confiscation of cell phone/smart phone. Student’s name recorded on roster. Cell phone/smart phone turned in to main office. Student picks up at end of school day.	Confiscation of cell phone/smart phone. Student’s name recorded on roster. Cell phone/smart phone turned in to main office. Parent must visit school to have phone returned.	Revocation of privilege to bring cell phone/smart phone to school.
Student uses cell phone/smart phone in hall, stairwell, bathroom or classroom.	Confiscation of cell phone/smart phone. Student’s name recorded on roster. Cell phone/smart phone turned in to main office. Student picks up at end of school day.	Confiscation of cell phone/smart phone. Student’s name recorded on roster. Cell phone/smart phone turned in to main office. Parent must visit school to have phone returned.	Confiscation of cell phone/smart phone. Student’s name recorded on roster. Cell phone/smart phone turned in to main office. Parent must visit school to have phone returned.	Revocation of privilege to bring cell phone/smart phone to school.
Student uses cell phone/smart phone on school premises to take photos or record others without permission.	Confiscation of cell phone/smart phone. Student’s name recorded on roster. Cell phone/smart phone turned in to main office. Student picks up at end of school day.	Confiscation of cell phone/smart phone. Student’s name recorded on roster. Cell phone/smart phone turned in to main office. Parent must visit school to have	Confiscation of cell phone/smart phone. Student’s name recorded on roster. Cell phone/smart phone turned in to main office. Parent must visit school to have	Revocation of privilege to bring cell phone/smart phone to school.

		phone returned.	phone returned.	
Student uses cell phone/smart phone on school premises and/or during off campus lunch to harass, bully or intimidate.	Confiscation of cell phone/smart phone. Student's name recorded on roster.  Cell phone/smart phone turned in to main office. Parent must visit school for conference in order to have phone returned. Student must enter into behavioral contract.	Revocation of privilege to bring cell phone/smart phone to school.		

**D. Confiscation and return of E-readers**

Infraction	Discipline Measure First Occurrence	Discipline Measure Second Occurrence	Discipline Measure Third Occurrence	Discipline Measure Repeated Occurrence
Student uses Internet service or plays video games on E-reader on school premises, including school bus.	Confiscation of E-reader. Student's name recorded on roster. E-reader turned in to main office. Student picks up at end of school day.	Confiscation of E-reader. Student's name recorded on roster. E-reader turned in to main office. Student picks up at end of school day. Parent called.	Confiscation of E-reader. Student's name recorded on roster. E-reader turned in to main office. Parent must visit school to have E-reader returned.	Revocation of privilege to bring E-reader to school.
Student uses Internet service or plays video games on E-reader in lunchroom during busing.	Confiscation of E-reader. Student's name recorded on roster. E-reader turned in to main office. Student picks up at	Confiscation of E-reader. Student's name recorded on roster. E-reader turned in to main office. Returned to student next school day. Parent is called.	Confiscation of E-reader. Student's name recorded on roster. E-reader turned in to main office. Parent must visit school to have E-reader returned.	Revocation of privilege to bring E-reader to school.

	the end of the next school day.			
Student uses Internet service on E-reader on school premises, including school bus, and/or during off campus lunch to harass, bully or intimidate.	Confiscation of E-reader. Student's name recorded on roster. E-reader turned in to main office. Parent must visit school for conference in order to have E-reader returned. Student must enter into behavioral contract.	Revocation of privilege to bring E-reader to school.		

**E. Discipline**

Students who use cell phones/ smart phones and/or E-readers in violation of any provision of the DOE's Discipline Code, the school's policy, Chancellor Regulation A-413, and/or the DOE's Internet Acceptable Use and Safety Policy ("ISUSP") will be subject to discipline in accordance with the guidance interventions and disciplinary responses set forth in the Discipline Code.