

# HNRH Cell Phone and Electronic Device Policy - Digital Citizenship

Cell phones and electronic devices are to be silent and out of sight in the classroom. For educational purposes, teachers may incorporate the use of electronic devices (including cell phones) as needed for classroom activities.

Class trips & field trips are extensions of the classroom. It will be at the teacher's discretion when, or if, electronic devices are permitted during these trips.

Explicit teaching of these expectations will occur in each class before invoking the policy.

**A conversation and a reminder will take place the first time a student is using their phone.**

**Violation of this policy will result in the following consequences:**

**First Consequence** - The student will hand over their phone which will be placed in a sealed envelope with the student's name on it. The phone will be placed in a secure place and if in the classroom the office will be contacted immediately and the phone will be picked up. The student will remain / return to class. Home will be notified and the phone kept in the office for the remainder of the day and picked up at dismissal. If the student refuses to hand over the phone, the student will receive a 1 day in school suspension.

**Second Consequence** - The student will hand over their phone which will be placed in a sealed envelope with the student's name on it. The phone will be placed in a secure place and if in the classroom, the office will be contacted immediately and the phone will be picked up. The student will remain / return to class. Home will be notified and the phone kept in the office for the remainder of the day and picked up at dismissal. The student will receive a 1 day in school suspension. If the student refuses to hand over the phone, the student will be asked to report to the office and will receive a 2 day in school suspension.

**Third Consequence** - The student will receive a 1 day OSS. If the student refuses to hand over the phone, the student will receive a 1 day OSS followed by a 1 day ISS.

**Fourth Consequence** - The student will receive a 2 day ISS. If the student refuses to hand over the phone, the student will be asked to report to the office and a consequence will be determined at that time.

**Important things to remember:**

- The gym, labs and other instructional areas are considered classrooms for the intention of this policy.
- Parents and guardians should not be contacting their students during class time. If it is an emergency they should be calling the office to relay a message or to call them to the phone.
- Students are not to engage in activities with cell phones and electronic devices that could result in invasion of privacy and / or sexual harassment. No Photos, videos or audio recordings will be taken of other students or staff members without permission.
- Students will not engage in any form of bullying with cell phones or electronic devices.
- Infraction reset semester 2