

2. Cell phones and other electronic devices should be placed in a locker and **MUST** remain out of sight during the school day.
3. Electronic audio/communication devices may be used only after 4:00 p.m. Sherrard Middle School is not responsible for any cell phone or electronic device that is lost or stolen. Students bring these items to school at their own risk.
4. Cell phones seen out during the school day will be collected by teachers and staff and sent to the office. If taken on a Friday or holiday, it will be returned on the next **SCHOOL DAY**.

***5. Cell phones are NOT to be used without special permission during bus duty.***

***6. iPods, MP3 players and other game devices are not to be in use during bus duty. (Put in your bag when you enter the school.)***

*Reasons: Students talk much louder when they have earphones in their ears.*

*Students miss the bus because they are not listening to bus numbers being called.*

*Students share headphones which can cause colds and other diseases to be transmitted.*

*Students will not hear directions in case of an emergency*

*Students do not hear their names called by the teachers on duty*

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**Reasons for not permitting cell phone use during the school day.**

*Danger in an emergency situation – parents arrive and hamper safety efforts*

*Texting answers during tests or other academic assessments*

*Texting parents or parents of friends with notification concerning school situations that cause parents to become upset or feel there is an emergency situation, when in fact there is no emergency*

*Texting from outside sources such as jails, older students contacting younger students, and nude materials being placed on phones*

*Inappropriate picture taking of students or faculty*

**Students in violation of this policy will be subject to disciplinary action**

**including:**

**1<sup>st</sup> Offense:** Electronic device is confiscated and given to the principal. The item will be returned at the end of the school day if the principal is present.

**2<sup>nd</sup> Offense:** The second time the item is confiscated, it will be held in the office for one day then returned to the student at the end of the second day.

**3<sup>rd</sup> Offense:** The parent or legal guardian will have to come to school to get the item from the office.

**4th Offense:** The cell phone or electronic item will be placed in a secure location until the last day of school for the year. (June)

**\*\*Continued use of the electronic device during the school day results in parent notification and action by the principal.**