

## Cell Phone Usage

Cell phones and earbuds/headphones must be kept out of sight during the school day, with exception of use during lunch periods. Cell phones cannot be carried in hands or generally visible in classes or hallways. Headphones and earbuds must remain out of sight and will not be permitted around a student's neck or head at any time.

If a student is in violation of the cell phone policy, the following will occur:

- 1st incident will result in a warning.
- 2nd incident will result in communication with a parent/guardian via phone or email.
- 3rd incident will result in the phone being sent to the office and the student may pick it up at the end of the day.
- 4th incident will result in the cell phone being sent to the office and a parent/guardian will be contacted for pick up.
- Each additional violation after the fourth incident will result in following fourth incident procedures.