

## **K-5 Cell Phones, Electronic Devices and Toys Policy**

Personal/portable electronic devices and toys are not permitted at school. If a parent believes that their child needs to carry a cell phone for safety reasons as they travel to and from school, the "**Cell Phone Policy Form**" must be filled out by the parent/guardian and returned to the school office/teacher. Once the form is received and approved, the child may bring the cell phone to school. However, once they are on school grounds, the cell phone must be *turned off*, put away (not on the student) and not used during school hours. If emergencies arise during the school day, the school will contact the parent. If a child feels that they need to contact their parents during school hours, they must use a school phone to make the call. Likewise, if the parent needs to contact the school or speak with their child in the event of an emergency during school hours, they will need to call the school's main line at 419-294-5721.

Any violation of this policy will result in the confiscation of the device. The district, the school and its staff shall not assume responsibility for devices that are damaged, lost, or stolen when brought to school or after being confiscated for violation of this policy. The "Cell Phone Policy Form" is available online or from the school office.

If a student violates the cell phone policy, they will have the following consequences:

- **First Infraction** - Students will have their cell phone/electronic device taken away and returned at the end of the day.
- **Second Infraction** - Students will have their cell phone/electronic device taken and locked up in the office until a parent can come to school to retrieve it.
- **Third Infraction** - Students will no longer be allowed to bring a cell phone/electronic device to school until a parent conference with the principal is held.