

## RBHS Cell Phone Procedures

**RBHS recognizes the importance of communication and collaboration, and provides devices for students to be productive in the classroom. To keep the focus on academics and to reduce unnecessary distractions, the school enforces the following:**

- Cell phones and all mobile devices (wireless earbuds/smart watches) shall be **TURNED OFF** when entering the classroom.
- Cell phones and all mobile devices (wireless earbuds/smart watches) shall be kept in a student's backpack– not in clothing pockets.
- Cell phones and all mobile devices (wireless earbuds/smart watches) are not allowed to be used in a classroom, library, common areas, or restrooms during any instructional periods throughout the school day.
- Cell phones and all mobile devices can be turned on **ONLY** during non-instructional times throughout the school day (before school, during passing periods, at break and lunch, and after school).

**\*If a student needs to make an emergency call during instructional time, they are to come up to the office.**

### **Cell Phone Procedures:**

**1st Violation:** Phone will be confiscated, turned into the office. Before being allowed to pick up their phone at the end of the day, students must discuss and review the cell phone policy with a staff member. A notation will be made in the student's school record. Student will serve 1 day of lunch detention. Refusal to give up the phone will automatically result in the 3rd offense.

**2nd Violation:** Phone will be confiscated, turned into the office. The student's parent or guardian will be contacted and informed of the refusal to follow the school's cell phone policy. A parent or guardian will be required to pick up the confiscated item. Student will serve 3 days of lunch detention. Refusal to give up the phone will automatically result in the 3rd offense.

**3rd Violation:** Phone will be confiscated, turned into the office. The student's parent or guardian will be contacted and informed of the refusal to follow the school's cell phone policy. A parent or guardian will be required to pick up the confiscated item. Student will serve 1 day of Saturday School. No phone remainder of semester (If seen with phone subject to disciplinary action at the discretion of administration).

### **Confiscation Process:**

- Teacher confiscates the phone (holds it in class until they can take it to the office **OR** can alert the office for a campus supervisor to pick up the phone).
- Teacher submits **Referral to Intervention** at their earliest convenience.
- Phone stored securely in case behind Jessica's desk.
- Incident is documented in a Google Form (by an office secretary).

### **Why are the procedures to enforce the district's electronic device policy changing?**

- The interruptions and impact that cell phones, airpods, smartwatches and other electronic devices have on the educational setting has increased dramatically over the past few years.
- Electronic devices are demanding the attention of a majority of students leaving them less engaged in the educational process.
- Social media posts during instructional time have created unnecessary distractions and on many occasions, leads to bullying and other forms of harassment.
- Students use cell phones to take pictures of other students and staff members and post them on social media. Oftentimes these pictures are meant to embarrass and/or humiliate other students.
- Electronic devices have led to an abundance of cheating. (lack of academic integrity) Students oftentimes take pictures of assignments/exams and post them for others to use. This has an obvious and direct impact on the academic progress and achievement of many students.