

CELLPHONE AND ELECTRONICS DEVICE POLICY

In order to decrease distractions to the learning environment, protect the privacy of each student, and minimize the potential for cheating the Children First Leadership Academy has adopted the following policy:

CFLA allows the possession of telecommunication and electronic devices by students on campus during the regular school day subject to the following rules:

1. Telecommunication and electronic devices are defined as cell phones, iPods, MP3 players, or any similar device.
2. The device may **NOT** be kept on the student's person. This means that the device **must** be kept in a purse, backpack, etc. and it may **NOT** be held by the student or kept in his or her clothes or clothing pockets. Further, the device must be kept out of sight at all times.
3. During the school day (defined as the time between a student's arrival to and departure from campus), device **must** be turned **OFF** and may **NOT** be used under any circumstances.
4. There is no reason a student should need to use a device during the regular school day. If there is an emergency the school will allow the student immediate access to a school or staff phone.
5. The student (**NOT** the school, its students, its staff, its volunteers, or its guests) is solely responsible for the loss, theft, or ruin of his or her device.
6. Students may turn their cellphones into their classroom teacher or administration without penalty and it will be given back at end of day.
7. CFLA personnel will ask a student to surrender device under either of the following circumstances:
 - a. If the device rings, vibrates, or makes any type of noise (which would mean that the phone is turned ON, and therefore in violation of the policy), or
 - b. If CFLA personnel see the device (which would mean that the device was visible or on the student's person, and therefore in violation of the policy).

STUDENT REFUSAL TO SURRENDER CELLPHONE AND ELECTRONIC DEVICE PROCEDURE

Level 1: If a student violates the Telecommunications and Electronic Devices Policy, he or she will be asked by school personnel to surrender the device. If the student does so and it is that student's first violation, the device will be returned to the student at the conclusion of the school day. If it is the second, third, etc. violation, the device will need to be picked up by the student's parent.

Level 2: If the student refuses to surrender the device immediately, a campus administrator will be called to assist and the student will be taken to an administrator's office. The administrator will attempt to convince the student to surrender the device. If the student does so, the device will be returned to a parent after, upon parent pickup if it is the first violation or it will be held until the end of the school year for subsequent violations. As a result of refusing to surrender the device immediately, the student will serve one after-school detention session after which his or her parent will need to pick the student up.

Level 3: If the student refuses to surrender the device to the administrator, an attempt will be made to contact a parent to obtain assistance in convincing the student to surrender the device. If the student does so, the device will be returned to a parent pending parent pick if it is the first violation or it will be held until the end of the school year for subsequent violations. As a result of having to call a parent to bring about compliance with the administrator's request, the student will serve three after-school detention sessions in which his or her parent will need to pick the student up.

Level 4: If the student still refuses to surrender the device after parent intervention, he or she will be suspended from school, recommended for expulsion, and not be allowed to return to school until after an expulsion hearing with the assistant superintendent, provided that hearing results in a reinstatement of the student. If the student is reinstated he or she will serve nine after-school detention sessions in which his or her parent will need to pick the student up.

Level 5: If the administrator is unable to contact a parent, the student will be taken to In-School Suspension for the remainder of the school day, suspended from school, recommended for expulsion, and not be allowed to return to school until after an expulsion hearing with the assistant superintendent, provided that hearing results in a reinstatement of the student. If the student is reinstated he or she will serve nine after-school detention sessions in which his or her parent will need to pick the student up.

