

**Gordon Lee High School and Gordon Lee Middle School
Guidelines for Cell Phone Use During School Hours**

High school students may possess and use cell phones prior to the start of school, at break, lunch, between classes, and after school. Middle school students may also use cell phones during these times; however, middle school students are not allowed to use their cell phones between classes.

Students may not use cell phones for personal use during class, school assemblies, or field trips. Phones shall be placed in a designated area at the beginning of class and retrieved at the end of class. Teachers may give students permission to use cell phones if it is associated with the academic lesson.

Restrictions on cell phone usage: Students are prohibited from using cell phones to make non-academic video recordings at school, to cheat or plagiarize, to bully or haze others, to disrupt the learning environment, to view pornographic, vulgar, or inappropriate content, to post derogatory content on social media sites, or take unsolicited or unwelcome photographs of students, staff or facilities.

Since many cell phones allow students to access the internet, the following restrictions shall apply: Student must adhere to the Student Code of Conduct and the District Appropriate Use Policy while using their cell phone at school. Cell phones may not be used for commercial purposes or “for-Profit” activities. It is prohibited for students to send emails or other forms of electronic communication of libelous or inflammatory language, denouncing or harassing communication, sexually explicit language, racially offensive language, or to impersonate others. Students may not visit any website with content which would violate the system’s Acceptable Use Policy or Student Code of Conduct.

Students who inappropriately use a cell phone at school will be subject to discipline as stipulated in the Student Code of Conduct. Additionally, students may lose the privilege of using or possessing a cell phone at school for a length of time to be determined by the school administrators.

Offense:

Inappropriate use of cell phones, smart watches, computers, or electronic communication devices, including, but not limited to: EGs: two-way radios, electronic cameras, I-pods, MP3, CD Players, and cell phones are acts which violate Internet/Cell Phone/Electronic Device Use Policy.

Disposition if phone sounds in class:

First Offense: Cell phone taken from student and returned to parent at the end of the school day.

Second Offense: Cell phone taken from student and kept in office during the school day for ten (10) days.

Third Offense: Cell phone taken from student and kept in office during the day for thirty (30) days.

Disposition if phone is used in class:

First Offense: Cell phone taken and student assigned one (1) day of ISS.

Second Offense: Cell phone taken and student assigned three (3) days of ISS.

Third Offense: Cell phone taken and student assigned five (5) days of ISS.