



### **Cell Phone Policy**

In preparation for the start of the 2022-23 school year, we would like to inform you about our school-based Personally Owned Device (POD) and cell-phone policy. The intention of the policy is to create a clear and easy to understand guideline that both allows for responsible cell phone use while limiting distractions to student learning.

As a technology-forward school, Fox Creek School wants to help teach and promote **responsible digital citizenship** to our school community.

However, our staff agrees that a school-wide policy to limit unnecessary cell phone use during instructional time will help students stay more involved and engaged in their learning. Teachers have reported that cell phones, when at a student's desk, and even when being used for educational purposes, still creates a distraction for students. Studies have shown that constant notifications create a distraction that can take the brain up to 10 minutes to re-engage in the task at hand. In a classroom, cell phones can also create a distraction to teachers and other students. Our aim is to support students in their academic success by removing a major temptation and distraction while promoting face-to-face social interactions and strong relationships.

Fox Creek School recognizes the importance of technology, communication, and collaboration and provides devices for students to use for classroom work. Whenever possible, teachers will proactively book Chromebooks rather than relying on students to access their cell phones/PODs because the apps and notifications on phones lead to non-sanctioned screen time (i.e., gaming, texting, web-surfing, and accessing social media accounts). Students may utilize personal devices (such as Chromebooks) for classroom learning activities, but in doing so, agree to follow the district's Student Code of Conduct ([AP 350](#)).

Cell phones *will* be permitted:

- In the morning before class time (8:30 - 8:45 AM)

- During afternoon break (1:50 - 2:05 PM) and lunch hour (11:50 AM -12:25 PM)
- In connections ONLY with teacher permission
- At the end of the instructional day (after 3:25 PM)

Students have the following choices for their POD or cell phone.

**CHOICE #1: AWAY FOR THE DAY:**

Our first hope would be to encourage students to keep their cell phones in their lockers during the school day.

**CHOICE #2: CHECK YOUR DEVICE AT THE DOOR:**

All teachers have been provided a hanging, numbered, cell phone organizer for their classroom. Students who choose to carry their phones throughout the day (rather than keeping them in their locker) will need to observe the following guidelines as per the revised school-wide policy:

To keep the focus on academics and to reduce unnecessary distractions, Fox Creek School enforces the following school-wide practices during the instructional day:

1. Cell phones shall be turned off when entering the classroom and placed in the assigned cell phone organizer pocket.
2. Cell phones are NOT allowed in restrooms, changerooms, or with students during school-wide presentations and assemblies.
3. Cell phones are allowed during transition times between classes.
4. If a student needs to make an emergency phone call during instructional time, they are to speak with the teacher and then come to the main office to do so.
5. The school will not be held liable for the lost/stolen cell phones and/or personally owned devices (i.e. Chromebooks) of students who choose to bring their devices to school.

**Device security:** For the beginning of the 2022-23 school year, students are encouraged to leave their devices in their lockers during recess or break times. For gym classes or other times when students leave the classroom, each teacher will have a designated secure location for the

storage of devices and classrooms will remain locked when students are not present.

As a school, we continue to practice a progressive discipline approach to enforce this policy. As such:

- The first unauthorized use of a cell phone will result in a student being asked to hand over the device and pick it up at the end of the class from the staff member who confiscated it.
- The second unauthorized use of a cell phone will result in a student being asked to hand over the device to the office and a phone call will be made to a parent/guardian before the device is returned to the student.
- The third unauthorized use of a cell phone will result in a parent/guardian being contacted and may result in the device not being allowed back in the school. Parents/guardians will be required to come to the office to pick up the device.

***Students are not permitted to have their cell phones on their person, or at their desk without teacher permission during instructional time.***

We request the support of our parent community to promote this policy by restricting phone contact with your child to the times listed above (i.e. nutrition and lunch breaks). If you have any questions, please feel free to contact us.