

WOODBURY LEADERSHIP ACADEMY

Adopted: July 22, 2014

Amended: January 23, 2019

541 CELL PHONES AND OTHER ELECTRONICS POLICY

I. PURPOSE

- A. While the school personnel understands that electronic devices, including cell phones, are prevalent, convenient and a part of day-to-day life for many students for social interaction and communication, their use by students during the school day is most often a distraction to the classroom, learning environment and the safe operation of the school. It is the intention of Woodbury Leadership Academy (WLA) to maintain a safe and healthy learning environment for all students at all times.
- B. The Cell Phones and Other Electronics Policy at WLA is in place to address concerns that are present when cell phones or electronic devices are brought to school. Common concerns include:
 - a. Disruption to the educational environment and learning process which includes academic integrity, cheating, harassment, confidentiality;
 - b. Theft or loss of cell phones and electronic devices;
 - c. Misuse of phones/electronic devices (possessing, viewing, sending or sharing video or audio information having sexual, violent, or threatening content on school grounds or school events shall be prohibited and may result in disciplinary action);
 - d. Taking any unauthorized pictures of other students, teachers or staff;
 - e. Right of privacy of students, staff and visitors.

II. GENERAL STATEMENT OF POLICY

- A. Personal items of value such as cell phones, iPads, iPods, etc. are the responsibility of the student. WLA discourages students from bringing these items to school. If items are lost or stolen the school ***is not*** responsible for search, replacement or reimbursement.
- B. There is only one situation where any electronic device may be turned on during the school day: If the device is being used in the classroom for instructional purposes with specific permission from the teaching staff, the device may be turned on.
- C. Rules governing student use of cell phones or other electronic devices on campus are as follows:
 - a. Cell phones and electronic devices must be ***turned off*** (not just on vibrate or

- silent) during the school day
- b. Cell phones and electronic devices must be stored in a backpack, handbag, locker, etc. If a cell phone or electronic device is being used or seen by staff, the device will be confiscated;
 - c. Possession of another student's phone or electronic device may constitute theft and will be disciplined accordingly.
- D. Students in violation of WLA's Cell Phones and Other Electronics Policy will result in the following disciplinary action:
- a. **1st Offense:** The student may retrieve the personal electronic device from the administrative office *at the end of the instructional day* in which the phone was confiscated.
 - b. **2nd Offense:** The student's parent/legal guardian may retrieve the personal electronic device from the administrative office *at the end of the instructional day* in which the phone was confiscated.
 - c. **3rd Offense:** The student's parent/legal guardian may retrieve the personal electronic device from the administrative office *at the end of the instructional day* in which the device was confiscated. Further disciplinary actions may apply.

Please Note: Students who need to make a phone call during school day must come to the office. Students are permitted to bring cell phones and electronic devices to school as long as they respect the guidelines for having them at school.