The following policy has been excerpted from the HCMS Student Handbook

CELLULAR PHONES

Please also consult the district’s Acceptable Use Policy (AUP) regarding expectations for all technology.

With our 1:1 initiative, all students will have access to a Chromebook; therefore, there is no reason for students to have their phones out during class, unless given a specific educational task by the teacher. All teachers will develop individual classroom policies about storing phones during their class period, however these school-wide rules will apply:

- Phones should not be visible when not in use for specific educational tasks
- Students are free to use their phones in the morning before school, during breaks, at lunch, and at dismissal

Consequences for violation of the general guidelines above or for a specific classroom policy shall include the following:

- **First offense:** The student surrenders the device to the teacher who will turn it in to Mrs. Stivers in the front office. **The student may pick up the device at the end of the day.**
- **Second offense:** The student surrenders the device to the teacher who will turn it in to Mrs. Stivers in the front office. **Mrs. Stivers will contact home and a parent will be required to pick the device up from the office.**
- Third Offense: The student surrenders the device to the teacher who will turn it in to Mrs. Stivers in the front office. **Mrs. Stivers will contact home and a parent will be required to pick the device up from the office AND loses the privilege of having the device at school for the remainder of the grading period.** Depending on when the third offense occurs in the grading period this consequence may be extended to the next mid-term date or the end of the next grading period.
- **Fourth offense:** The student surrenders the device to the teacher who will turn it in to Mrs. Stivers in the front office. **Mrs. Stivers will contact home and a parent will be required to pick the device up from the office AND loses the privilege of having the device at school for the remainder of the school year.**

We understand that being in constant communication with your child or parent is a positive aspect of our culture’s adoption of technology, but in school, given that each student has a Chromebook, personal devices are really more of a distraction or disruption than a resource or tool. You will always be able to communicate with your child during their class transitions, lunch period or, if there is an emergency or urgent need, you may reach them by calling the office.