

George Jenkins High School

Electronic Device Policy 2017-2018

Rationale: Faculty, staff, and administration consistently observe that electronic devices (primarily cell phones) are a significant deterrent to student achievement. A more enforceable *electronic device policy will greatly eliminate student distractions during class time, will reduce academic dishonesty issues, and will reduce thefts on campus. The proposed policy will enable teachers to engage students in more rigorous academic tasks, with the goal of increasing student achievement.

**For the ease of discussion, "electronic devices" will be referred to as cell phones throughout the remainder of this document. However, tablets, personal laptops, mp3 players, etc. will all fall under the same policy.*

Policy

1. All teachers will receive a supply of manila envelopes for their classrooms. These envelopes will be placed on top of every student work center in the classroom.
2. As soon as a student enters his teacher's classroom for his assigned class period, he must place his cell phone in the manila envelope on his desk and close the envelope. The cell phone is to remain in the folder, in the possession of the student, for the duration of the class period, or until a time that the teacher instructs the students that they may use their cell phones to complete an assigned instructional task. The cell phone is to be set to silent or turned off in the classroom.
3. Students do not have the option of keeping their cell phones in their pockets/purses/backpacks/etc.
4. It is George Jenkins' policy that students are not permitted to listen to music, watch personal videos, or play games, consult the time on their phones during the class period, including ENN/Home Room, announcements, the last ten minutes of class, etc. **The only time students are permitted to use their phones during the class period is to engage in an academic task, at the behest of the teacher.**
5. Students are permitted to access their phones before/after school, at lunch, and during the transition from one class period to the next.

Consequences

1. If a student refuses to put his phone in the envelope as soon as he enters the classroom, the student will be referred to the Choice Room.
2. If a student takes his phone out of the envelope during the class period without teacher or staff permission, he will be referred to the Choice Room.

3. If a student argues with the teacher/staff or otherwise detracts from the instructional class period due to accessing his electronic device or due to the device ringing/vibrating/etc., the student will be referred to the Choice Room.
4. Students referred to the Choice Room for electronic device infractions will be subject to the same progressive discipline measures as students sent to the Choice Room for other infractions.

Special Considerations

1. If a student encounters an emergency that requires the use of his phone, the teacher/staff may grant the student permission to step outside of the classroom and use his phone.
2. If, upon entering the room, the student says that he does not have a phone to put in the envelope, the teacher will not ask any further questions. However, the student will immediately be referred to the Choice Room if the teacher/staff observes the student in possession of a phone at any point during the rest of the class period.
3. When the teacher grants the student permission to leave the classroom, the student *may* take the phone with him. Upon his return to class, the student will immediately place the phone back into the envelope.