



## **CELL PHONES AND OTHER ELECTRONIC SIGNALING DEVICES POLICY AND USE AGREEMENT**

The Nevada City School of the Arts (“NCSOTA” or the “Charter School”) Governance Council recognizes the potential for cell phones, smartphones, pagers, and electronic signaling devices (hereinafter collectively referred to as “private devices”) to disrupt the learning environment of the Charter School, and adopts this Policy to permit students to possess, but not use private devices while on school grounds, at school-sponsored activities, or under the supervision of Charter School employees, except as otherwise provided in this Policy. Students who possess any private devices must always keep them turned off and out of view while on school grounds or at school-sponsored activities and functions. Charter School teachers, administrators, and staff will confiscate any private devices used by a student in violation of this Policy.

The use of cell phones and other electronic signaling devices at school is detrimental to the academic climate because it takes valuable time away from instruction, adds to the amount of screen time a child already has, and creates disciplinary problems.

*Students who possess a cell phone or other electronic signaling device shall assume responsibility for its care in accordance with this Policy. At no time shall NCSOTA be responsible for preventing theft, loss or damage to cell phones or other electronic signaling devices brought onto campus, unless locked in the cell phone lock box.*

All students are required to adhere to the following guidelines regarding private devices:

Students are permitted to use private devices during the following times:

- *Before school or after 3:15 p.m. in the pick-up area ONLY in front of the Upper Campus. Students may not use phones at the lower campus or at after-care without specific permission and only to contact parents.*
- *At sports activities/games outside of the regular school day, only with the permission of the coach, instructor or program director;*
- *As directed to by a teacher or staff member at NCSA.*
- *In the case of an emergency, or in response to a perceived threat of danger.*
- *When a teacher or administrator of the Charter School grants permission to a student to possess or use a private device, subject to any reasonable limitation imposed by that teacher or administrator.*
- *When a licensed physician and surgeon determines that the possession or use of a private device is necessary for the health or well-being of the student.*
- *When the possession or use of a private device is required in a student’s individualized education program (“IEP”).*

The use of electronic devices for any purpose – including telephone calls, text messaging, checking social media, internet “hotspot”, and other functions – is not permitted at any other time on school grounds.

Electronic devices must either be locked in the class lock box or left at home. Private devices must be turned off and not used:



- During instructional classroom time, including assemblies, and any other school activity, which takes place during the regularly scheduled school day.
- During break periods, between class periods, or during lunch.
- During events sponsored by the Charter School held before or after regular school hours.
- On field trips or excursions sponsored by the Charter School.

Each family will sign this agreement indicating which rule they will adhere to (e.g. lock box of leaving the device at home).

***Consequences for Violation of this Policy***

- **First offense:** If a student is in possession of a private device or a private device is heard ringing, beeping, or buzzing from inside a jacket, purse, backpack, or other similar article, whether within the immediate presence of the student or not, the device will be confiscated and returned only to the student’s parent or guardian. **BOTH** the student and parent/guardian will sign the Cell Phone/Electronic Signaling Device Policy again indicating that the student will leave their phone at home or place it in the lock box at school each day.
- **Second Offense:** Student’s device will be confiscated and the student will be prohibited from bringing the device to school for the remainder of the school year. Meeting with student, parent and School Director required.
- **Repeated Offenses:** Referral to additional interventions of consequences consistent with the *School Discipline Policy.*

I will:

- Leave phone at home
- Lock it up at school
- I do not own a phone

Student Name	Student Signature	Date

Parent/Guardian Name	Parent/Guardian Signature	Date



**First Offense:**

I have read this policy and understand guidelines regarding cell phones and other electronic signaling devices.

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Name \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

**Second Offense:**

I have read this policy and understand that I am prohibited from bringing a device to school for the remainder of the school year.

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Name \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

**Repeated Violation:**

I understand that I may no longer bring a device to school for the balance of the school year **and that I may be** subject to additional disciplinary action, consistent with the *School Discipline Policy*.

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Name \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_