



QUEEN OF APOSTLES CATHOLIC SCHOOL

CELL PHONE POLICY

Cell phones, and similar devices, are distractive and disruptive to the educational process. The school has emergency procedures established to provide for the safety of the children. Use of cell phones could disrupt these procedures and are therefore discouraged.

If a student has an emergency during the school day, they may use the phone in the office. Parents who need to contact a student during the school day must contact the office. Any changes to after school transportation arrangements must be made through the office, preferably by a written note in the morning.

This policy applies to cell phones, pagers or any telecommunication devices that are capable of two-way transmission, be it audio, video or text.

Parents must sign a permission form prior to the student bringing a cell phone to school.

All cell phones will be placed in a container, or plastic bag labeled with the student's name. It must be checked in at the Office in the morning and checked out by the student in the afternoon, prior to leaving school. For students attending the Extended Day Program or school-sponsored after school clubs, the Extended Day Director will secure the phones during these after school activities. Students or parents must report to the Extended Day Director to retrieve the cell phones. After school use of cell phones on school property for other activities, such as CYO sports, will be at the discretion of the adult in charge of the activity.

Cell phones must be turned OFF while the student is on school property, during the school day.

Any cell phone not turned into the Office will be confiscated. A parent must make arrangements with the Administration to retrieve the phone. **Students in middle school will receive a detention for not complying with this policy (including the first violation of this policy). Multiple violations may lead to a school suspension. Inappropriate or unlawful use of a cell phone at school or any after school activity will result in further disciplinary action.**

Cut and return this portion of the form to the school

My child _____ in grade _____ has permission to bring a cell phone/device to school. I have read the policy, and agree to abide by its terms. I understand that any misuse of the cell phone/device will result in its confiscation, and that I will be responsible for retrieving the phone/device. I understand that Queen of Apostles School is not responsible for any lost, damaged, or stolen cell phones/devices.

Student Signature: _____

Parents Signature _____

Date _____

Make and serial number of phone/device _____

RETURN FORM TO SCHOOL OFFICE