

Electronic Devices: Cellular Phones, Pages, Radios, CD/MP3 Players, I-Pods, etc.

During the school day, phones and devices may be used during lunch, and before and after school but never during a class, during change of classes, advisement, or study hall period without the explicit, direct permission of the teacher.

When may communication devices be used?

1. Prior to 8:00
2. During assigned lunch period
3. After 3:00 unless in an after-school class or detention

Where communication devices may be used?

Common Areas: Cafeteria, Courtyard, not classrooms/ instructional areas. The Library is an instructional area. Students may use communication devices in offices only with the permission of the staff member present.

Who is responsible if the device is lost or stolen?

The student must secure his/ her device at all times and never leave it unattended. Students should guard against theft as they would in any public building or area. Theft of such devices is a major problem in schools, and often the devices cannot be recovered. Students should keep the devices on their persons at all times or locked away. School personnel and /or administrators are not responsible for the loss or damage of any cell phone or device brought on school property.

Clarifications:

1. Communication Devices may not be used during instructional time.*
*Students may use communication devices during instructional time ONLY if the classroom teacher gives explicit permission for such things as lesson enhancement, assessment, student organization, etc.
2. Speaker functions may not be used. Music or conversations should not be heard by others.
3. Ear phones, ear buds, and Bluetooth devices must be removed during instructional time.
4. Ringtones have to be placed on "vibrate" or "silent."
5. Students may not activate the video, camera, or sound recording function of the device at any time unless they are acting pursuant to the express instructions of a teacher or administrator.
6. Students must still follow all school rules while operating communication devices. Not being able to hear or see directives will never serve as an acceptable excuse for non-compliance.
7. If students use communication devices to illegally enhance their own academic performance or another student's performance, the student(s) involved will receive additional severe consequences for academic dishonesty and may be banned from having such a device for the remainder of their attendance in CCSD schools.
8. If students use the communication devices to engage in illegal or unethical behavior such as bullying, harassing, threatening, or intimidating, the students involved will receive additional severe consequences for such conduct and may be banned from having such a device for the remainder of their attendance in CCSD schools.

Consequences for Violations

If communication devices are found powered on during instructional times or in instructional areas, including in vibrate mode, they will be confiscated. Consequences will include:

Offense	What Happens to the Device?	Discipline Consequence
1	Parent picks up device after student serves Saturday School	Saturday School
Additional	Parents picks up device after student serves Saturday School	Saturday School Repeated offenses will result in further disciplinary measures

Each student is under the direct control of all staff members and their substitutes. Failure to turn over immediately a communication device to a staff member when requested will result in severe disciplinary action. The offense is no longer the device only, but is now also refusal to obey the directive of the school official. Disciplinary consequences will follow according to JCHS guidelines. If there are additional offenses, students will receive additional sanctions which may include a ban of having such devices at school for the balance of the student's enrollment in CCSD schools, and/or a referral to the CCSD Office of Student Placement for additional disciplinary consequences which could include assignment to an alternative school program.
