



CELL PHONE/ELECTRONIC DEVICE POLICY

Rationale and Purpose

We believe that technology resources must be maximized to accomplish our mission of educating students to be their best IN and FOR the world. Our one-to-one Chromebook environment gives students the chance to use important technology resources that will help them learn, and students are expected to bring their Chromebook (or personal device) fully charged every day. Student use of cell phones in the classroom, meanwhile, has created unnecessary distractions that prevent all students from learning; recent research also indicates that cell phone use can have a negative impact on the development and academic performance of students. Our goal is to help students be fully present within the classroom setting in order to get the most out of their education.

Cell Phone/Electronic Device Policy

Cell phones and other electronic devices cannot be visible from 7:40 a.m. to 2:42 p.m. Electronic devices include but are not limited to: gaming systems, headphones, earbuds, Google glasses, and/or smart watches. Violation of the Cell Phone Policy will result in the consequences outlined below:

1. If a device is visible, a staff member will request that the student give his/her device to the staff member. The staff member will take the device to the office where a parent/guardian will be contacted.
2. A parent/guardian will be required to pick up the device from the office by 3:30 p.m. Those devices not picked up by this time will be locked up for the evening where they can be retrieved at a later time. **Devices will not be released to students.**
3. A student who refuses to turn over an electronic device or attempts to hide the device will receive additional consequences in accordance with the Student Code of Conduct.

Examples of Behaviors that Violate the Policy

- Having your electronic device out, underneath the desk, or in your lap (even if turned off)
- Wearing headphones, earbuds or a smart watch
- Texting or using social media during class
- Calling or receiving calls from parents during class or in the hallway
- Giving your phone to another student during the school day
- Taking someone else's phone and using it during the school day

Examples of Behaviors that Follow the Policy

- Turning your phone off and keeping all electronic devices stored away, out of sight
- Using your phone in the office to contact your parents during lunch
- Check your email at least once a day for messages
- Receiving permission from a teacher to go to the office to contact your parents for an important reason

Responsibilities of Students

- Follow the cell phone/electronic device policy in a respectful manner
- Listen to teachers and staff if they ask you to turn over your electronic device

Responsibilities of Parents

- Refrain from calling/texting your child during the school day
- If you need to contact your son/daughter, sign in through your student's school email address and send them a message via his/her Chromebook
- In the event of an emergency, call the office staff at (248) 865-4480

Responsibilities of Teachers

- Model behaviors that follow the policy by keeping their electronic devices stored away during class time
- When a student violates the cell phone/electronic device policy, the teacher will respectfully request the device and turn it into the office

Responsibilities of Administrators and Office Secretary

- Contact the parents and inform them that a device has been confiscated
- Safely store students' devices until picked up by parents/guardians

Meeting Authentic Needs

Both teachers and students need a learning environment that is free of the distractions that cell phones and other electronic devices have created at Orchard Lake Middle School. Authentic learning takes place when students are fully engaged with classroom instruction. At the same time, we believe that there is a real need for students to use technology as a tool for learning. In order for this to happen, they must be able to have access to their Chromebook (or personal device).