

## ELECTRONIC TELECOMMUNICATION DEVICES FOR STUDENTS

The Natchitoches Parish School System is committed to providing students a learning environment that is conducive to quality instruction, as well as protecting the students' personal privacy on the school campus, bus, and at off-campus school sponsored events. **For this reason, the following *personal* items ARE NOT ALLOWED DURING THE INSTRUCTIONAL DAY.** (The instructional day will be defined by the time students arrive on campus **OR** boards a bus in the morning until the time they are officially dismissed in the afternoon **OR** disembark from a bus at the end of the day.

**No recording, videoing, or taking/sending of pictures is allowed on personal or school-issued devices at any time.**

cell phones	texting devices	ringing devices	emailing devices
cameras	facsimile system	radio paging system	intercoms
MP3 players	iPads/tablets	iPods	e-Readers
recording devices	smart watches	electronic gaming devices	or any other similar devices
not listed			

### Pre-K through 4<sup>th</sup> Grade Cell Phone Policy

Offenses will be handled at the principal's discretion.

### 5<sup>th</sup> through 8<sup>th</sup> Grade Cell Phone Policy

**First Offense:** The student will receive a documented verbal warning in the form of the phone being confiscated and turned into the office. They will face no disciplinary action and the phone can be retrieved at the end of the day (by the student. No parent necessary). ~~The device will be seized and held for 1 day. The phone will be returned after 1 day. The student will receive two (2) days of ISS if they refuse to surrender the phone.~~

**Second Offense:** The device shall be seized and held for three (3) school days, and the student shall receive 1-day ISS if they surrender the phone or 3 days OSS if they refuse to surrender the phone. After three (3) school days, one or both parents/guardians of the student and the student must meet with the principal in charge of discipline whereby the device shall be returned to the parent/guardian. **Cell phones are not to be held over weekends.**

**Third Offense:** The device shall be seized and held for five (5) school days, and the student shall be suspended out of school for three (3) days if they surrender the phone or five (5) school days if they refuse to surrender the phone. After five (5) school days, one or both parents/guardians of the student and the student must meet with the principal in charge of discipline whereby the device will be returned to the parent/guardian. **Cell phones are not to be held over weekends**

**Fourth Offense:** The device shall be seized and the student shall be recommended for expulsion to an alternate site. ~~After the expulsion hearing has been conducted the device shall be returned to the parent or guardian.~~

## 9<sup>th</sup> through 12<sup>th</sup> Grade Cell Phone Policy

**First Offense:** The student will receive a documented verbal warning in the form of the phone being confiscated and turned into the office. They will face no disciplinary action and the phone can be retrieved at the end of the day (by the student. No parent necessary). ~~The device will be seized and held for 1 day. The phone will be returned after 1 day. The student will receive two (2) days of ISS if they refuse to surrender the phone.~~

**Second Offense:** The device shall be seized and held for five (5) school days, and the student shall receive 1-day ISS if they surrender the phone or 3 days OSS if they refuse to surrender the phone. After five (5) school days, one or both parents/guardians of the student and the student must meet with the principal in charge of discipline whereby the device shall be returned to the parent/guardian. **Cell phones are not to be held over weekends**

**Third Offense:** The device shall be seized and held for ~~five~~ ~~seven~~ **(5) (7)** school days, and the student shall be suspended out of school for three (3) school days if they surrender the phone or five (5) school days if they refuse to surrender the phone. After ~~five~~ ~~seven~~ **(5) (7)** school days, one or both parents/guardians of the student and the student must meet with the principal in charge of discipline whereby the device will be returned to the student. **Cell phones are not to be held over weekends**

**Fourth Offense:** The device shall be seized and the student shall be recommended for expulsion to an alternate site. ~~After the expulsion hearing has been conducted the device shall be returned to the student.~~

If cell phones are confiscated and the parent(s) insist on picking up the phone prior to the timelines above, it shall be picked up during the schools designated time frame (otherwise it will be held no longer than the max of five school days). Any material or pictures deemed to be inappropriate, illegal or malicious by the administration will be turned over to local law enforcement personnel. Students will be allowed to store the phone in their locker during the school day.

Afterschool activity/extracurricular sponsors are to provide a student access to a school phone for schedule changes, etc. A high school student may use their phone if they are outside the building at final dismissal.