

HORACE MAYNARD MIDDLE SCHOOL

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Dear Parents and Staff,

Students are permitted to have cell phones, though the use of cell phones and other electronic communication devices is strictly prohibited during the instructional day. Furthermore, Union County Public School system has approved detailed consequences about cell phones in school.

The school policy is the following:

- Student's observed using cell phones, pocket pagers, or electronic communication devices during the instructional day, except for health or unusual reasons approved by the Board of Education, will face the following consequences and will forfeit their ability to have such devices:
 - 1st offense teacher confiscates phone and brings to the office with the child's name on the phone. Student should turn phone off when confiscated. At the end of the day the student can retrieve their cell phone from office personnel.
 - 2nd offense teacher confiscates phone and brings to the office with the child's name on the phone. Student should turn phone off when confiscated. At the end of the day parent or legal guardian has to come to the office to retrieve the cell phone from office personnel.
 - 3rd offense teacher confiscates phone and brings to the office with the child's name on the phone. Student should turn phone off when confiscated. The phone will be taken to central office to either Jimmy Carter or Susan Oaks. Parents or legal guardian will then need to retrieve the phone from those two people only at the central office.
- When a phone is confiscated it will remain in a Ziploc bag with the child's name and discipline sheet. These phones remain at school in the locked vault until the child or the parent/guardian can retrieve these phones. If the phone is sent to central office it will remain there until a parent/guardian can retrieve the phone.
- The instructional day is defined as the time period between student's arrival on campus and the final dismissal bell for all students. The instructional day includes lunch and class changes. **If a student misses the bus or needs to check on a ride, then the student can use their cell phone only with permission from the teacher that is on bus duty. If the student does not have permission then the phone can be confiscated at that time.**
- The use of cell phones include making phone calls, receiving phone calls, ringing or other sounds, playing music or video, text messaging, use of cell phone cameras, or any other electronic function. **Cell phones should remain off at all times to avoid student infractions.**

HMMS made this policy in part to respect the wishes of parents who want their children to keep cell phones for communication after school hours. However, we ask parents to recognize that the school must strictly prohibit cell phone use in order to operate our schools in an orderly way and to maintain the academic integrity of your child's school.

If you have any concern about your child's ability to follow this policy, I recommend that cell phones and electronic devices be left at home. However, if you choose to allow your child to have a cell phone, please stress that the phone must remain "off" at all times. We will stress the rules at school.

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