

# Auburn Mountainview Classroom

## Cell Phone Policy

### Classroom Expectations:

Cell phones will only be used in classrooms under teacher direction. Students will put their phones and ear buds in their backpacks or a teacher-chosen area. Each teacher can determine the process of how they want to establish this new routine in their classroom. Consistency, regular clear communication of expectations and building a trusting relationship with students will help eliminate distractions. Students can use their cell phone during passing time or lunch.

### Steps to follow if a student cannot comply with the Cell Phone Policy:

*\*\*At the beginning of each period, or when you are not using cell phones for instruction, remind students of the expectation by saying the following: As a reminder, please ensure your cell phone is off and earbuds are put in the appropriate area to reduce distractions for you and others and allow you to fully engage in the learning for the next 50 minutes.*

### Each Day/Each Period:

1. 1st Offense: Give the student a reminder if you see the phone or earbuds to put them in a backpack or designated area.
2. 2nd Offense: Take the phone or earbuds until the end of period
  - a. The teacher will take the phone or earbuds for the remainder of the period. Prior to giving the phone or earbuds back at the end of period the teacher will have a conversation with the student about expectations. The teacher will also call home to communicate with family about cell phone expectations and document the call. If a student refuses to give their phone or ear buds to the teacher, please send them to the office immediately to speak with an administrator.

Once Step 2 has been reached in your classroom then for the remainder of the year please give the student a reminder and then go immediately to step 3 if they do not comply.

3. 3rd Offense - beyond: Send student to the office
  - a. Send the student to the office **with their phone or their earbuds** to talk with an administrator.
  - b. The student will conference with an administrator, call home to inform family, and leave their phone or earbuds in the office for the remainder of the day.