

**Student/Parent Cell Phone/Electronic Devices Contract for All Children in**

**Grades 3 - 8**

-**Maintaining the integrity of the learning environment is our top priority.**

We ask that families and students use the main office when communicating messages from home or school. Students using phones, smartwatches, earbuds, or electronic devices without authorization for the **first time** will be asked to surrender his/her phone/watch/earbuds to the teacher and can pick up the phone/smartwatch/earbuds at the end of the day. A conduct referral will be issued any time a child is seen with a cell phone, wearing a smartwatch, or wearing earbuds. The **second time**,the phone, watch, earbuds will need to be picked up by a parent/guardian in the main office. The **third time**, there will be a meeting with the student, parents, and principal. If evidence of usage of cell phones, or smartwatches during school time or on the bus is found, (videos on social media, for example) students will receive a conduct referral.

* Cell phones, smartwatches, earbuds and any other communication devices may not be used while on campus. If you feel your child must have a cell phone or smartwatch, **it must remain in their homeroom’s locked box**, **TURNED OFF** while at school and during CARES. **Cell phones may not be kept in a child’s** **school bag** **during the school day. Smartwatches may not be worn in school. Earbuds may not be worn on the school property.**
* Texting, emailing, recording, and videotaping are not permitted anytime during the school day, including dismissal and on the bus.
* Students are to make arrangements to go to a friend’s home BEFORE they arrive at school that day. If they are unsure of afternoon transportation, they are to ask their teacher permission to go to the office to call their parents for confirmation.
* **Saint Helena School is not responsible for any possible damage or theft in connection to the student/parent’s choice to bring a cellphone, smartwatch, earbuds, or electronic device to school.**

**STUDENT CONTRACT**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(student’s name) understand that possession of a cellular telephone, smartwatch, earbuds, and/or electronic device at Saint Helena School is a privilege, and that it may be revoked at any time by the administration for violating this school policy regarding such possession, which I have been provided with and read. Furthermore, I understand that the school and its employees are in no way responsible for any theft or damage of my cellular phone, smart watch, earbuds, or electronic device while on school grounds. The school is not obligated to investigate the loss or damage of any device.

**Student**

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PARENT CONTRACT**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (parent’s name) understand this contract regarding my child’s possession of a cellular telephone, smartwatch, earbuds, and/or electronic device at Saint Helena School. I will hold my child accountable if I receive a communication from them during the school day that does not come from the office. Furthermore, I understand that the school and its employees are in no way responsible for any theft or damage of my child’s cellular phone, smart watch, earbuds, or electronic device while on school grounds. The school is not obligated to investigate the loss or damage of this mobile device. Should my child’s cell phone, smartwatch, earbuds, or electronic device be confiscated, I understand that it will only be returned when I come to school to retrieve it. I also release the school and its employees from any and all claims and damages of any nature arising from my child’s use of, or inability to use, their cell phones/eReaders at school including, without limitation, the types of damages identified in the school’s policies and administrative regulations.

 **\_\_\_\_\_My child will bring a cell phone/smartwatch to school and keep it in a locked box.**

**\_\_\_\_\_My child will not bring a cell phone/smartwatch to school.**

**Parent/Guardian**

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_