

CELLULAR TELEPHONE and ELECTRONIC DEVICE POLICY

The following guidelines for cellular phones and electronic devices are in effect at Titusville High School for this school year:

- Each student **must** have a current signed cellular contract on file. The make and model of the phone should be identified.
- All other electronic devices are prohibited at school. Laptops and reading tablets for educational purposes **only** will be allowed with administration approval.
- Students may use cell phones before school, after school, during their **assigned** lunch, and during class changes.
- Cell phones must be **turned off and out of sight** during class times, which are indicated by the late bells and dismissal bells.
- Students are **prohibited** from using cell phones **during class time** (unless they are given explicit permission by their teacher, guidance counselor or an administrator) **regardless of where they are located on campus** (for example, using the bathroom, in hallways with a pass, waiting in Guidance or the Dean's Office).
- Classroom phones are **not** to be used by students for personal use. However, the phone in the Attendance Office is available for student use if the student obtains a yellow Hall Pass.
- Students are **not** permitted to photograph or videotape another student without consent. Doing so is a Level 3 offense on the BPS Discipline Plan.
- Administrators may confiscate phones if necessary. A student who refuses to give their phone to an administrator who requests it will be considered willfully disobedient/insubordinate and will receive corrective actions, including suspension.
- Cellular phones are considered a disruptive item. Failure to comply with this policy will result in the following corrective actions:

1st offense – Teacher warning; teacher emails Dean

2nd offense –Teacher warning; teacher emails Dean and contacts parent/guardian

3rd offense- Teacher emails Dean and contacts parent/guardian, Dean Detention

4th offense – Teacher emails Dean and contacts parent/guardian, Extended Detention

Continued infractions may be considered Willful Disobedience/Insubordination (Level 3 offense) and students will receive corrective action accordingly, including suspension and the revocation of cell phone privileges for the remainder of the 9-Week grading period.

Titusville High School strongly discourages students from bringing valuable items, such as cellular phones, to school. THS is not responsible for the loss or theft of cell phones/electronic devices or other valuable items. Administration, teachers/staff members will not investigate any lost or stolen phones/items that were not completely secured. Theft of cell phones and other items should be reported to the School Resource Officer, who will conduct any necessary investigation.