

CELL PHONE POLICY

PCA recognizes the importance of communication and collaboration, and it provides devices for students to be productive in the classroom. To keep the focus on academics and to reduce unnecessary distractions, the school enforces the following:

- When students enter the classroom, cell phones are to be turned off/silenced and turned into the teacher until the end of the class.
- Cell phones and all mobile devices are NOT allowed to be used during transition times or between classes.
- If a student needs to make an emergency call during the school day, he/she must first come to the office to obtain permission to call.
- Headphones, earbuds, air pods and any other listening devices are NOT allowed on campus.
- **Cell phones may be used only before Devotion begins at 8, at dismissal (3:40 pm). All phone calls should be made from office.**

Consequences

Failure to adhere to cell phone expectations will result in the following:

- During the first week of school, warnings by teachers will be issued.
- Effective the second week of school, cell phone infractions will result in confiscation of the violators' phone: phone will be sent to the main office.

1st Violation: Students will pick up the phone in the main office at the end of the school day after 3:30 pm.

2nd Violation: Parents will be contacted and can pick up the cell phone from the main office after 3:30 p.m.

3rd Violation: Students who habitually refuse to follow cell phone policy will result in a Level 3 infraction. ALL cell phones will be stored in the classroom basket when students enter the classroom.

Additional violation will result in Level 4 infractions.

PCA is NOT responsible for lost, damaged, or stolen cell phones. Students refusing to store cell phones in the designated location will be cited with a Level 3 infraction.