

# Jean Hines Caldwell Elementary Cell Phone Contract

Jean Hines Caldwell Elementary understands the importance of parents/guardians using cell phones/smartwatches to contact students. With this in mind, we have established a cell phone contract to ensure a safe and productive school environment.

1. Cell phones/Smartwatches must not be used during the day. Parents/Guardians must contact the main office if they wish to communicate with their child. Students must use the office phone (with permission) to contact parents/guardians.
2. Cell phones/Smartwatches must be off or in silent mode.
3. Cell phones/Smartwatches must remain in the backpack at all times. They are not to be in desks, pockets, or purses.

**First Offense:** cell phone/smartwatch is confiscated and sent to the office. It will be returned at the end of the day to parent with warning. *If students do not hand their cell phone/smartwatch to staff member upon request, the student will receive a consequence.*

**Second Offense:** cell phone/smartwatch is confiscated and sent to the office. It will be returned at the end of the day to parent after remittance of \$ 15.00. *If students do not hand cell phone/smartwatch to staff member upon request, the student will receive a consequence.*

**Any offense after the second offense:** cell phone/smartwatch is confiscated and sent to the office and returned at the end of the day to parent/guardian after remittance of \$15.00. Excessive violations of cell phone policy will require parent-teacher-administrator conference. *If students do not hand cell phone/smartwatch to staff member upon request, the student will receive a consequence.*

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Student Signature

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Date

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Parent Signature

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Date