

Cell Phone/Personal Electronic Device Policy

Palmer Middle School 2024-2025

Parents and Guardians,

We need your help and your support. Please communicate the cell phone policy with your children at home, and we will be communicating it here at school. For the safety and protection of our students, as well as to maximize instructional time, we will continue to have the same cell phone policy at Palmer that we have had the past few years. **Cell phones are not to be seen or heard during school hours, including dismissal in the bus port and car rider areas.** This policy will be enforced consistently for all students and will result in disciplinary action if violated.

Q: Does this include study hall in the morning?

A: Study Hall begins at 8:15 AM. The school day does not officially begin for students until 8:50 AM. However, students may not use cell phones in study hall. However, they may use their CCSD laptop.

Q: Can students keep their phones on them throughout the school day if they are not seen or heard?

No, all phones and personal electronic devices should be powered off and left inside their locker. Until lockers are issued, all phones should be powered off and not come out of their backpacks.

Q: If a staff member sees or hears a student's cell phone in a classroom, restroom, cafeteria, hallway, car rider or bus port area, is it a violation if the student is not actually using it?

A: Yes, it is a violation since the policy is that phones are not to be seen or heard and should be kept in locker/backpack during the school day. Any staff member can report a violation at any time, even if they are not your child's teacher. If the staff member does not teach the student, they will report it to one of the student's teachers or administrators.

Q: Are there ANY student exceptions to this rule?

A: Yes, if a student has a medical reason to carry/use their phone, the school nurse will provide the student with a special pass to use their device as needed. Also, our IEL (Intensive English Language) students will also have a special pass to carry their phones to use them for translation purposes. Students with special permission may transport their device in a purse or string bag.

Q: Will cell phones be allowed in the classroom for instructional use?

A: No. Students will be allowed to use their Cobb County devices, including student laptops in the classroom. If a student has not yet opted-in to receive a laptop, they may do so at any time.

Link to the Student Laptop Program webpage below.

<https://www.cobbk12.org/page/51289/student-laptop-program>

Q: What happens if my child is sick and needs to reach me?

A: If a student doesn't feel well, they should get a pass from their teacher to go to the clinic. Nurse Jill will contact parents/guardians as needed.

Q: What if my child needs to call home for an important question or concern?

A: Students may get a pass from their teacher to go to the front office and use the phone. Students sign-in at the front desk to use the phone.

Q: What if I need to get an important message to my child, such as a change in dismissal?

A: Please call the school and our front office staff will make sure your child gets the message, including any transportation changes. Transportation changes are not allowed after 3:45 PM.

Q: What will the consequence be if my child violates the policy that cell phones should not be seen or heard?

A: The first offense will be a minor PBIS infraction (managed by the classroom teacher). If this is the student's first PBIS infraction, it is a warning. Additional cell phone policy violations will result in an administrative referral.

Q: What is the policy and consequence for using the cell phone/personal electronic device inappropriately?

A: Inappropriate use of personal technology is a more serious violation with more serious consequences. It results in an administrative office referral, even if it is the first offense.

1. **Student Code of Conduct – Link for district policy below**

<https://sbcobbstor.blob.core.windows.net/media/WWW Cobb/fgg/5/Student%20Code%20of%20Conduct%20-%20JCDA-R.pdf>

2. **Technology Acceptable Use – Link for district policy below**

<https://sbcobbstor.blob.core.windows.net/media/WWW Cobb/medialib/ifbg-r.a1d00737156.pdf>

Q: If my child violates the policy, will the teacher collect my child's phone?

A: Phones will not be collected by the teacher. Instead, they tell the student to power it off and place it inside their locker/backpack.

Q: Can my child call/text me on the way to the bus at dismissal?

A: No, students need to report immediately to the bus for dismissal. However, once a student is seated on their bus, many bus drivers do allow them to use their personal devices in an appropriate manner.

Q: Can my child call/text me out in the car rider area?

A: No, the students need to be looking out for cars and not at their devices. We have had several scary situations where students were almost hit by a car because they were distracted looking at their phones. If a student does not see their ride at 4:30 PM, they may use the front office phone to call home or they may power on their personal device to call.

Q: Are wireless earphones/headphones, like Air Pods, allowed at school?

A: No. Only wired earphones/headphones that plug into your laptop are allowed at school.

****I understand and will abide by the above policy and guidelines. I understand that if a student violates this policy it will result in disciplinary action, and consequences will be enforced.**

Student Signature _____

Date _____

Parent Signature _____

Date _____