Whiting High School Cell Phone & Electronic Device Policy
Albany County School District #1

Cell phones, other smart devices, and earbuds/headphones will not be permitted anywhere in the school during instructional time (class periods). Students will be able to use electronics before and after school, during lunch, and during passing periods only. Phones are prohibited from use in bathrooms.

Step 1: First Attending Skills Redirect
The teacher notices off-task phone use and delivers a subtle redirect using standard Attending Skills (e.g., verbal reminder, proximity, eye contact). The student is expected to put the phone away immediately without disruption.

Step 2: Second Attending Skills Redirect
If off-task phone use continues within the same period or recurring pattern, the teacher delivers a direct, specific Attending Skills prompt. The student will be given a clear choice to self-correct and store the device out of sight in a backpack. If the student does not comply, we move to step 3 or Step 4 depending on the circumstance.

Step 3: Device Collection
If the student fails to comply after the second redirect, the teacher then has the student place their phone in the Yondr bag. The device is still in the student's possession, however, the student will not be able to use the phone until the phone is unlocked by a device held in the office. It will be up to the student to go to the office **ONLY** during lunch or directly after school to get the device unlocked. In addition, if a student is exhibiting a pattern of behavior in chronic phone use during class time, the teacher has discretionary power to skip Step 2. Refusal to yield the phone escalates the issue to administration.

Step 4: Administrative & Parent Intervention
The teacher will immediately notify the Administration. Administration will confiscate the cell phone/earbuds. After being contacted by an administrator, parents will be asked to pick up the cell phone/earbuds.

- Parent-student-administrator meet to develop a technology contract that will include checking the cell phone/earbuds into the front office daily upon entering the building. Violations will be recorded by an administrator.

Noise canceling headphones tied to a student's Individualized Learning Planning or cell phones tied to a medical 504 plan (ie continuous glucose meter) will be put on a technology plan approved by the WHS principal.

Teachers that wish to utilize cell phones as part of an approved curricular activity (standards-based) must clear that activity with the principal in advance. Students may not utilize cell phones during class time without meeting the above criteria.

If at any time a student is found to be recording another student/teacher and making inappropriate or offensive content during school hours, he/she/they can lose the ability to have a cell phone at school.

Statement of Acknowledgement

I _____(Parent/Guardian) have read and understand the policy above. I understand that my student will have to adhere to all of the guidelines while at WHS, and I acknowledge that failing to do so may result in my student being prohibited from having a cell phone at WHS at any point during the school day.

_____
Signature

I _____(Student) have read and understand the policy above. I understand that my student will have to adhere to all of the guidelines while at WHS, and I acknowledge that failing to do so may result in my student being prohibited from having a cell phone at WHS at any point during the school day.

_____
Signature