



# Updated Cell Phone Policy and Procedures

Lowell High School  
SY 24-25



# Why the new Policy?

- Cell Phones *are not* allowed in use during academic learning time.
- Cell phones *are* allowed during Advisory and passing time between classes and lunch.
- No ear buds/headphones are allowed academic learning time.



# Consequences Procedures for Non-Compliance



## Lowell High School

### Cell Phone Policy & Progressive Discipline Process

It is the policy of Lowell High School that the use of cell phones is prohibited during instructional time in all academic classes. In the event that a student is in violation of the policy, the personal device will be confiscated by school personnel. Refusal by any student to surrender their device is not an option. If a student is found in violation of the policy the progressive disciplinary process outlined below will be followed.

01

#### FIRST OFFENSE

- Security is called to retrieve phone, and/or escort student to House Office.
- Phone is locked in House Office.
- Student picks up the phone at 2:30 p.m.
- Parent informed of infraction.

02

#### SECOND OFFENSE

- Security is called to retrieve phone, and/or escort student to House Office.
- Phone is locked in House Office.
- Student picks up the phone at 2:30 p.m.
- Student will be required to bring their device to House Office for 5 days.
- Parent informed of infraction.

03

#### THIRD OFFENSE

- Security is called to retrieve phone, and/or escort student to House Office.
- Phone is locked in House Office.
- Student picks up the phone at 2:30 p.m.
- Student will be required to bring their device to House Office for 20 days.
- Parent required to attend meeting with House AP.

04

#### FURTHER VIOLATIONS

- Security is called to retrieve phone, and/or escort student to House Office.
- Phone is locked in House Office.
- Student picks up the phone at 2:30 p.m.
- Student will be required to bring their device to House Office for 40 days.
- Parent required to attend meeting with House AP.

MORE SPECIFIC DETAILS RELATED TO ABOVE-OUTLINED PROCESS [LINKED HERE.](#)

THE SCHOOL DISTRICT DOES NOT ASSUME RESPONSIBILITY FOR ANY SUCH ITEMS THAT ARE LOST, STOLEN, OR DAMAGED WHILE IN SCHOOL OR WHEN CONFISCATED. STUDENTS ARE ADVISED TO USE THEIR SCHOOL ASSIGNED LOCKER TO SECURE THEIR PERSONAL BELONGINGS FOR WHICH STUDENTS ARE SOLELY RESPONSIBLE.



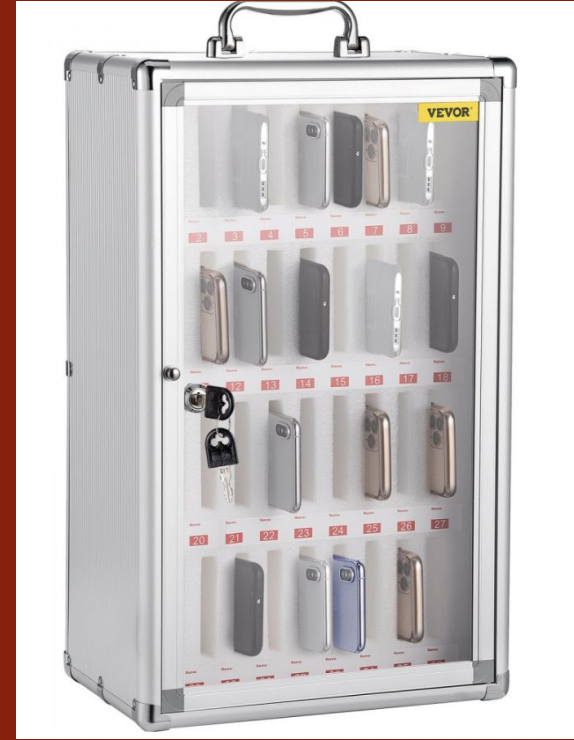
# Why the new Policy?

- Increase student engagement, academic discourse and academic achievement.
- Decrease negative behaviors that are directly and indirectly related to cell phone use.
- Create a routine for students and have a consistent policy in every class.
- Build better relationships between students and their peers and students and teachers by removing the barrier that cell phones cause.
- Help students develop habits and routines for responsible cell phone use now and in the future.



# The Policy

- Cell phone use is not allowed during academic classes.
- Students will place cell phones in lock boxes at the start of each academic class, and will retrieve their cell phones at the end of the period.
- If you do not have a cell phone box, please email Patrick Smulligan





# Collection of Phones

**Option A:** Teacher greets students at the door and collects phones into the lock box at the door. Any student that shows up late will place their phone in the box before they sit down

**Option B:** Teacher assigns a number for each student, and student places their phone in the box slot corresponding to the number. Teacher has students place phones in the box as they enter the classroom. Teacher checks phones and numbers prior to starting class.

**Option C:** Teacher walks around the classroom and has students place phones in the box.





# Day to Day Substitutes

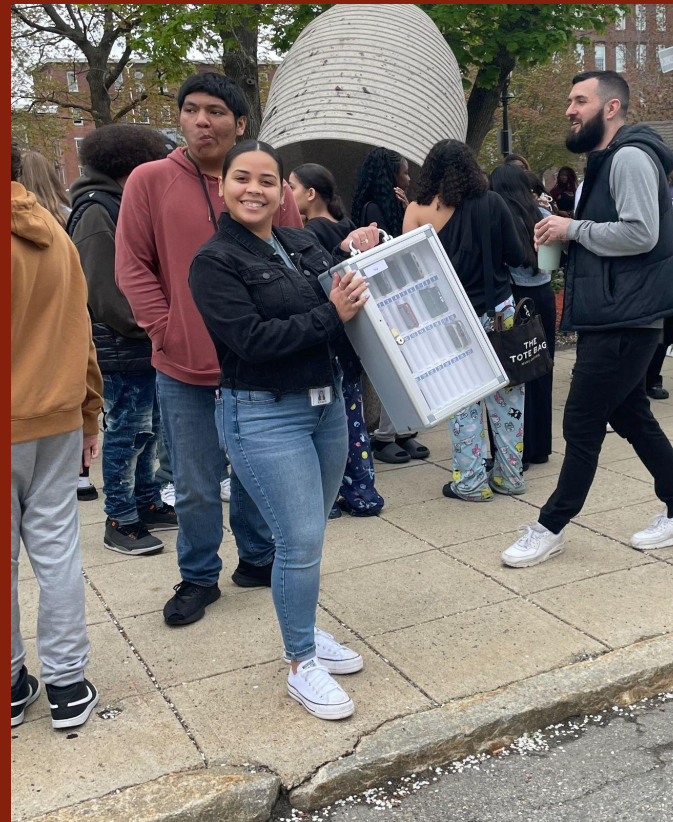
Day to day substitute teachers will NOT require students to put their phones in the cell phone box. Phones should not be used or visible in class. If a student uses their cell phone in class, the substitute should call security and document the student name who violated the policy and they will be subject to progressive discipline.





# Common Concerns

- In the event of drills, cell phone boxes will be taken by teacher, and cell phones will be re-distributed upon return to the classroom.
- All LHS students, teachers and admin will follow the policy: we will all hold each other accountable.







# Get Involved

- Interested in joining the Cell Phone Committee?
- Contact Deanna Stanford for more information.

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GET  
INVOLVED!