



SHS Cell Phone Policy

SHS is proposing adjustments to our “Tone to Tone, Off Your Phone” policy implemented during the 23-24 School year. During the 24-25 school year, SHS will implement an “Off and Away Tone to Tone” cell phone policy. All cell phones must be placed in classroom cell phone caddies during class. Other personal communication devices, including but not limited to earbuds, earphones, headphones, and smartwatches, should be stored in cars, backpacks, or lockers during instructional periods or left at home. Students will not be allowed to possess these devices on their person during class.

SCS/SHS is not liable for any damage/loss/theft of any personal electronic devices brought onto school property. If you have concerns about the safety or security of your device as a result of this policy, you should leave your device at home.

Consequences:

- **First Offense-** The teacher/staff member will take the communication device and the student may pick it up in the main office at the end of day. Parents/guardians will be notified by the administration. The incident will be recorded in PowerSchool.
- **Second Offense-** The teacher/staff will take the communication device and a parent/guardian may pick it up in the main office no sooner than the end of the school day. Students will receive disciplinary action including but not limited to detention (before school, after school, or lunch).
- **Third Offense-** The teacher/staff will take the communication device and a parent/guardian may pick it up in the main office no sooner than the end of the school day. The student will be assigned to Saturday School and must complete an assignment on responsible technology use. The student may also be required to turn his/her phone into the main office each day as determined by school administration.
- **Subsequent offenses-** Progressive disciplinary action will be taken, including but not limited to suspension or other appropriate consequences as outlined in the SHS Student Code of Conduct.
- **Failure to Comply-**Refusal to comply with requests of staff in a way that interferes with the operation of school will result in disciplinary actions not limited to: ISD, OSS, or Referral to DRC.
- **Loss of Privileges:** Students who fail to serve detention or Saturday School in a timely manner may have extracurricular privileges revoked until they comply.



Exemptions to the cell phone policy may include:

- **Medical reasons-** Communication devices are permitted in order to monitor medical conditions. This requires documentation from a licensed medical professional outlining the necessity of immediate access to a device.
- **Accommodation (504)/IEP-** Students who require access to a communication device for accommodation reasons as delineated in their respective IEPs or 504 plans must make this request to school administration outlining the necessity of immediate access to a communication device. Upon approval students may be granted permission to access device as long as it is done so without compromising the educational environment

Salem High School Communication Plan for Proposed Cell Phone Policy for 24-25 School Year

- Announcements will be made via School Messenger (phone calls and emails), Social Media Platforms, and posted to SHS website.
- An email to families with a detailed explanation of the new policy will be sent at least (3) times before the beginning of school in August 2024.
- Clear messaging will be shared on the school website.
- Addendums will be made to the Student Handbook and Student Code of Conduct.
- Extensive information will be shared at Student Orientations for students and families before the beginning of school in August 2024.
- Training for teachers in policy expectations and enforcement and procedures for handling confiscated communication devices and addressing medical exceptions will be provided before the beginning of the 24-25 school year.

SHS will monitor implementation and guidance from the VDOE to ensure we adhere to Governor Youngkin's Executive Order 33 and make adjustments as needed.