

LMS STUDENT ELECTRONICS POLICY:

All personal devices MUST be OFF and AWAY all day once students enter the building.

Personal devices include, but are not limited to cell phones, ipads, game devices, headphones, watches or other electronic devices that are not supplied by the school.

When is it okay for a student to use their personal devices?

Students can make calls and check or send messages before arriving on campus to start the school day, and upon leaving campus at the end of the day.

What happens if a student's family needs to call a student in an emergency?

Families are asked to contact our main office staff for emergencies during school hours: 503-916-6355.

What happens if a student chooses to use their personal device during the school day?

1st Instance	<p>The teacher will:</p> <ul style="list-style-type: none">• verbally remind the student of the electronics policy• verbally ask the student to put the device away <p><i>*The office will be called if the student refuses and a Stage 1 referral for insubordination/defiance</i></p>
2nd Instance	<p>The teacher will:</p> <ul style="list-style-type: none">• remind the student of the electronics policy• write a stage one referral• contact the student's Parent/Guardian Contact• verbally ask the student to turn in the device<ul style="list-style-type: none">○ Call the office to lock up the phone.○ Call the office if the student refuses.
3rd Instance	<p>The teacher will:</p> <ul style="list-style-type: none">• remind the student of the electronics policy• write a stage one referral• contact the student's Parent/Guardian Contact• verbally ask the student to turn in the device<ul style="list-style-type: none">○ Call the office to lock up the phone.○ Call the office if the student refuses.• During Grade Level Teams collect data on interventions

4th Instance & Beyond

The teacher will:

- verbally ask the student to turn in the device
 - Call the office to lock up the phone.
 - Call the office if the student refuses.
- write a stage 2/3 referral

An administrator will:

- contact the student's Parent/Guardian Contact
- relay to the student and Parent/Guardian Contact the consequence:

4th time = Loss of privilege for one (1) day

5th time = Loss of privilege for two (2) weeks

****A contract will be implemented***

6th time = Loss of privilege for four (4) weeks

Final = Loss of privilege for the remainder of the school year

Loss of privilege means that the student will, for the duration, either:

- A. check in their phone in the office at the start of the day, and sign it back out at the end of the day, *or*
- B. leave their phone at home during school hours

What happens if a student uses their friend's device during class?

This device policy applies to every student at LMS, regardless of who is in possession or ownership of the device during class.

What happens if a student refuses to turn over a device when asked to do so by a staff member?

In accordance with the PPS Student Rights and Responsibilities Handbook, the school will take a tiered approach to addressing student behavior. Parents/Guardians will be contacted at that time.

Let's all be Accountable, Safe, and Kind by keeping our cell phones off and away.