

Carolina High School 2018-2019 PED Policy

1. Personal electronic device are not permitted during class time. This means that upon entering the classroom every student must put away their cell phones, earbuds, headphones, or any other type of personal device not issued by the school. (Approved student laptops will be allowed)
 - a. "Put away" means that none of these items are visible or in use when in the classroom. This includes charging phones in the classroom during class time.
 - b. Class time is considered worktime, which means that even in the hallway during class time students are not permitted to be on their device
 - c. If any school official asks a student to put their device away and they refuse the student will be subject to our discipline policy for refusal to obey
2. Students may use their devices before school, during lunch time, and during class changes in the hallways as long as it does not interfere with the normal operation of the school day.
 - a. When using earbuds/headphones in the hallway, students need to have one ear open so that they can hear in case of an emergency
 - b. Any student that uses a device to play music out loud or simply take advantage of this device policy may lose their individual privilege to have their device at all
 - c. Students are not permitted to play music out loud over a phone or speaker of any sort
3. All PED's brought to school are at the owner's risk and the school assumes or takes on no liability. The school is not responsible for the theft or damage or any students' personal device.

The consequences for students using cell phones/PED devices during class time are as follows:

First Offense

Teacher Responsibility

1. Address student and have a documented student conference
2. Notify parent/guardian of the conference

Student Responsibility

3. Student participates in conference
4. Puts their device away

Administrative Responsibility

5. None at this step

Second Offense

Teacher Responsibility

1. Address student and have a student conference
2. Notify the parent/guardian of the conference and that a referral will be submitted
3. Submit a discipline referral in IMS

Student Responsibility

1. Participates in teacher conference

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2. Calls parent to explain their action and consequence
3. Puts their device away

Administrator Responsibility

1. Meet with student
2. Assign the student one day of in school suspension (ISS)
3. Notify parent/guardian

Third Offense

Teacher Responsibility

1. Address student and have a student conference
2. Notify the parent/guardian of the conference and that a referral will be submitted
3. Submit a discipline referral in IMS

Student Responsibility

1. Participate in teacher conference
2. Calls parent to explain their action and consequence
3. Puts away their device
4. Student loses PED privilege completely

Administrator Responsibility

1. Meet with student
2. Assign student three days of in school suspension (ISS)
3. Notify parent/guardian of the consequence and that the student may no longer bring a device to school or have a PED at school at all

Four or More Offenses

Teacher Responsibility

1. Address student and have a student conference
2. Call for an administrator
3. Submit a discipline referral in IMS

Student Responsibility

1. Participate in teacher conference
2. Leaves class with the administrator

Administrator Responsibility

1. Meet with student
2. Assign day(s) of out of school suspension (OSS) depending on the number of infractions (days will increase by one each time)
 - a. 4th Offense - 1 day
 - b. 5th Offense - 2 days
 - c. 6th Offense - 3 days
3. Notify parent/guardian of the consequence and that the student may no longer bring a device to school or have a PED at school at all

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Special Notes

Note #1: Any student that refuses to put their PED away will be suspended for refusal to obey for their actions, which is a three day out of school suspension

Note #2: Any student that interacts in a rude or disrespectful way to any school official during this process will automatically receive a referral for disrespect and follow our discipline policy

Note #3: PED, for the purpose of this policy, includes such things as cell phones, earbuds, headphones, iPods, cameras, etc.

Note #4: This policy does not deal with the misuse of school assigned devices, which is a separate policy