

North Schuylkill Jr/Sr High School  
Administrative Memorandum – Cell Phone Use  
2023-2024

1. Students are prohibited from taking their cell phones out and/or using them during the school day, unless prior expressed permission has been granted by the building administrators (or designee) for safety, emergency, medical, or security use.
2. Students are prohibited from using cell phones with or without Internet access and/or recording, and/or camera/video, and other capabilities and configurations to take videos and images of others, transfer them, and/or place them on websites or social media without the consent of the person(s) in the image and/or building administrators (or designee).
3. In addition, unless they must be used for emergency situations, cell phones must remain away during a school evacuation due to the safety and security of all individuals.
4. Use of cell phones during school hours will result in the device being confiscated. When a cell phone is confiscated, an administrative referral is issued, and discipline will be levied. Students will be held responsible for their conduct in the misuse of cell phones and are subject to the consequences provided by the building administrative team. Disciplinary consequences shall be in accordance with the School District's policies and administrative regulations, rules, guidelines, and procedures, including but not limited to Student Code of Conduct, Acceptable Use Policy, Bullying/Cyberbullying Policy, Harassment Policy, and Social Media Policy.
  - a. **1st Offense:** The student's phone will be confiscated and locked in the Dean's office for the remainder of the day. The student may pick up his/her device from an administrator at the end of the day.
  - b. **2nd Offense:** The student's phone will be confiscated and locked in the Dean's office until the cell phone is claimed by a parent/guardian.
  - c. **3rd Offense:** Will result in the confiscation of the cell phone and locked in the Dean's office, a phone contract will be signed by the student, (check-in/check-out of device for remainder of the marking period or 15 days) and 15 days of social probation, which prevents a student from attending school dances, (home) athletic events, and other school functions.
  - d. Violation of phone contract may result in suspension from school.

- e. Continued violations may result in the student being subject to a search of a person, bookbag, locker as well as a 5-Day on campus suspension.
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5. If school officials have reasonable suspicion that the School District Policies and/or Other Legal Requirements are violated by the student's use of cell phone and that the use of this device will materially or substantially disrupt the school's atmosphere, the cell phone may be turned over to law enforcement when warranted.
  6. Students have no expectation of privacy when using cell phones within the building/School District property and when using the School District's Wi-Fi or other service(s).
  7. Violations of this administrative memorandum should be reported to the building administrative team.