



2024-2025

## Sunlake High School

# Electronic Device Campus Procedures

Students may **ONLY** have cell phones, air pods, headphones or any other Wireless Communication Device (WCD) out during **lunch** unless requested by the teacher for instructional purposes. All students are **required** to keep the device in their bookbag/backpack at all other times. Teachers may provide a safe storage area for cellphones and WCDs in each classroom and provide procedures in the syllabus as parent notification. **Students will not be permitted to take their WCD with them into the restrooms at any time including when leaving the classroom for bathroom breaks and during lunch.**

Violation of the WCD Policy will be subject to disciplinary intervention as outlined below. Refusal to comply with this policy will result in discipline intervention and/or an office discipline referral.

- **1<sup>st</sup> offense** - device held until school dismissal, parent/guardian contacted via myStudent text, student picks up at dismissal
- **2<sup>nd</sup> offense**- device held until school dismissal and released to parent/guardian, **referral written (Level 1 Failure to Comply w/School Rules)**, parent/guardian contacted by Discipline Assistant.
- **3<sup>rd</sup> offense** - device held until school dismissal (released to parent/guardian), **referral written (Level 2 Violation of Campus/Bus Safety Rules)**, parent/guardian contact by admin.
- **4<sup>th</sup> (or more) offense** - device held until school dismissal (released to parent/guardian), **referral written (Level 2 Defiance)**, parent/guardian contact by admin. Loss of WCDs for semester.

Please refer to the 2024-2025 District Student Code of Conduct for more detailed information regarding the Wireless Communication Device policy.

