



# St. Genevieve Catholic School

*“Where Everybody Is Somebody”*

Dear Parent/Guardian,

While the use of cell phones and other electronic devices is expanding rapidly among our young people, we want to ensure that procedures are in place regarding the use of these devices during school hours, which is from 8:10 AM to 3:00 PM. As such, as of September 9, 2019 the use of cell phones, smart watches, iPads, and/or MP3 players are not permitted in school. If your child has a legitimate reason to bring a cell phone and/or other electronics to school, then the student must turn in their device immediately at the start of every school day to their homeroom teacher. This also applies to morning care and after care. All devices must be in the off position and clearly marked with their name. Cell phones will be returned to the student at the end of the school day.

Any student caught using their cell phone or other electronic device during school hours will have it taken away by the teacher. If a student had a device taken away during the school day:

1. After the first offence, the cell phone or electronic device will be sent to the office and will not be returned until a parent/guardian comes to the school office themselves to retrieve the cell phone or device.
2. After the second offence, the device will be confiscated and a detention is imposed followed by a conference with parent/guardian.
3. For a third time, there will be a one day suspension and students will not be allowed to bring their cell phone in the building for the remainder of the school year.

If students consistently disregard school guidelines they may be suspended or expelled from school.

Thank you in advance for your cooperation.

Sincerely,

Dr. Anika Logan  
Principal

\*\*\*\*\*

Please sign below to indicate your acknowledgement of our Cell Phone Policy. It is very important that this notice is signed and returned to school by Monday, September 9, 2019.

I, \_\_\_\_\_ (please print), parent of \_\_\_\_\_,

\_\_\_\_\_ give permission for my child to bring a cell phone to school.

\_\_\_\_\_ has not given permission for my child to bring a cell phone to school.

My child and I have read and agree to the rules about having a cell phone in school and the consequences in place should he/she violate this agreement.

Parent signature \_\_\_\_\_

Student signature \_\_\_\_\_

Grade \_\_\_\_\_