**Cell Phone and Personal Electronic Device Policy**

At Forest Hill, cell phones and personal electronic devices (i.e. tablets, gaming devices…) must be turned off **before** entering school property and placed in student lockers for the day upon entry to the building. No cell phone or device will be used during the school day, including recess and lunch. Devices may be removed from student lockers at lunch **ONLY** if the child is leaving school property but must be left off and out of sight, until the student is off of school grounds.

Should a cell phone or other device be confiscated by a staff member during the day, the student will only be able to retrieve it at the end of the day. The second time a device is confiscated a parent will be contacted and will be expected to come to the school to pick up the device. It will not be handed back to the student.

Parents are expected to contact the school in order to reach their child during the school day. Please do not text or call your child on their cell phone during the day.

**Please note, that the school cannot take responsibility for the loss, damage or theft of any electronic device.**

**Additional Information**

For students who stay after school for a practice or extra help, they may take their device to the teacher’s classroom and turn it on in the class to phone or text their parents if they need to inform them that they will be staying late at school. Students will not be permitted to walk through the hallways with their phones in their hands.

Google classroom is used by most of our staff to communicate homework however, should a student want or need to take a photo of their homework or class notes, they may do so only at the end of the day, under the direct supervision of the teacher. Again, students may not turn on their device until they have entered the teacher’s classroom. We will happily provide an agenda to any child who does not currently have one.