

Procedures and Guidelines Personal Electronic Devices

Students in violation of policy 600-31 will have their personal electronic device(s) confiscated by the following guidelines:

1. For the first incident during a school year, the personal electronic communication and/or camera device(s) will be confiscated and returned only to a parent/guardian.
2. For the second incident during a school year, the personal electronic communication and/or camera device(s) will be confiscated for a period of thirty calendar days and returned only to a parent/guardian.
3. For the third incident during a school year, the personal electronic communication and/or camera device(s) will be confiscated for the rest of the school year and be returned to a parent/guardian on the last day of school for that student.
4. In order to retrieve a confiscated device, parents will be required to sign a receipt acknowledging a change in possession from the school to the parent. This form should also specify the penalties for further violation of policy 600-31.

Property Log

Item and Description	Owner	Offense # *See Footnote	Date Received	Date Returned	Signature

*1st Parent called May pick item anytime
*2nd Parent called and must wait 30 days for date received to pick up item
*3rd or more Parents called and item can be picked up at the end of the current school year