

# Cell Phone Use Policy at St. Gerard Majella School

2015-2016

This policy is meant to help keep the focus on education in classrooms and other study areas while respecting the needs of our students to use their cameras, camcorders, phones and other electronic devices for educational purposes. A cell phone, personal wireless device, camera or video recorder can be useful for educational projects, photo class, and movie classes when supervised by a teacher.

- Cell phones must not disrupt education or school activities.
- Students may not use cell phones or other devices to send messages of any kind (voice, text, video, or photo) during school hours.
- The use of camera and video phones is absolutely forbidden **at any time** in private areas, such as bathrooms and dressing areas.
- If unauthorized use of a camera, camera-phone, iPad, iPod, or other photo-taking device is observed by staff, during school hours or activities, the device will be taken away until claimed by a parent/guardian.

The school is not responsible for students' lost or stolen cell phones or hand-held devices.

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## **When I use a camera, phone, iPad, or other device to capture images or video at school, I promise to:**

- Use the device according to the guidelines above.
- Always silence the ringtone.
- Use it only for educational purposes.
- Use it only when authorized by a teacher.
- Never disrupt a class.
- Never use the camera or phone during school assemblies, recess, etc. unless specifically authorized by a teacher.
- Never use it to send messages of any kind to others (voice, text, video, or photo).
- Never use it to try to access social media, such as Instagram, Facebook, Twitter.
- Never post photos or video taken at school on websites, such as YouTube or Facebook.

student signature

date

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parent signature

date

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