

## Personal Electronic Device Policy

In addition to the school's Acceptable Use of Technology policy, SKY Academy has the following policy regarding cell phones.

**Cell phones may not be turned on inside of the school building at any time.** Cell phones must be switched off and left in the student's book bag. Turning the cell phone to "silent" or "vibrate" is not acceptable. Cell phones may only be used outside of school buildings and only outside of school hours. Smart watches should always be in airplane mode. Cell phones and smart watches have the potential to distract from the learning environment.

During inclement weather students will be permitted to use their phones to contact parents from the main office areas only.

**Any student who is found to be in violation of this policy will have their cell phone confiscated.** Cell phones will only be returned to parents after 2:40 p.m. At this time a parent/student conference will be required. Repeat violations of this policy will result in further sanctions. Any phones not claimed by the beginning of the following school year will be disposed of. Parents will be required to acknowledge that they received their child's confiscated phone by signing it out. SKY Academy is not responsible for any confiscated phones and/or electronic devices. Any student found to be using any phone or other device to take photographic images, record sound, or to communicate with other students within the building without prior permission from the administration will be subject to administrative proceedings and possible referral to law enforcement. Any student who uses an electronic device to threaten or intimidate another student or staff member through email, social network posting, or other electronic message will be subject to disciplinary action as determined by school administration and possible referral to law enforcement. Students are not to bring cameras/phones to any school activity or extension thereof for the purpose of video recording/pictures.

**SKY Academy is not responsible for lost, stolen, or damaged personal property.**