



**MIDDLE SCHOOL CELL PHONE POLICY**

There is a telephone in the Middle School office, which is available during the school day for emergency use. Students may bring cell phones to school for use after 3:15 p.m. Cell phones must be kept in student lockers and must be turned off during the school day (between 7:45 a.m. – 3:15 p.m.). Students carrying cell phones should submit a permission note from their parents to the Middle School Division Head. The permission form is available below and on the Middle School web page. Students who are discovered using the cell phones during the School day will have their phones confiscated and turned in to the Division Head, who will assign disciplinary consequences according to the School’s Behavior Policy.

As technology improves, the capabilities of cell phones increase. Many of our students now own phones with photo and video capabilities. This technology increases the potential for inappropriate technology use on campus ranging from academic dishonesty to embarrassment of students who are photographed without their permission or in situations in which they may feel vulnerable. Because of the availability of cameras on the iPad for educational photography needs on campus, we have made the decision that students may not use their cell phones for taking photographs or video. Students need to be aware that taking photographs or video **of any kind** with cell phones or other personal mobile devices is strictly prohibited on our campus. Students who violate this policy will face serious consequences.

**Please return the bottom portion to the middle school office.**

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**Episcopal Middle School Cell Phone Permission Notice**

My child \_\_\_\_\_ has permission to carry a cell phone to and from school each day. I have discussed the school policy with my child and he/she knows that the phone must be turned off and stored in his/her locker during the school day. My child is aware that Episcopal’s policy prohibits the use of cell phones for taking photographs or video on campus. I also am aware of the special features (such as Internet access) provided through my child’s phone and have discussed the safe use of these features with my child so that he/she remains in compliance with the School’s Responsible Use Policy (RUP) for technology. My child and I understand that the cell phone is for use after school only.

Cell phone number\*: \_\_\_\_\_

*\*This number will not be published or entered into the School’s database and will be used for emergency purposes only.*

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date