

FROM THE DESK OF PROFE VITELLO

Niagara Falls High School - Room 347 - Ext. 347 – tvitello@nfschools.net

Electronics and Cellular Device Classroom Policy

Dear Parents/Guardians,

First, I would like to welcome you and your child back to school. I am looking forward to working with your child and teaching them Spanish this year. You should have all signed a Course Expectations and Classroom Policy sheet by now and your child should have returned it to me for a grade. However, with the increased popularity of personal electronics and cellular devices, I find it necessary to add the following to that Class Expectations and Classroom Policy document.

Below is a reprint of the Niagara Falls High School Parent-Student Handbook

- **Regarding electronic devices:** *Page 25 - iPods, MP3 Players, Tablets, CD players, radios and headphones should be placed in your locker upon entering school and remain there until dismissal from school. All coats, jackets, hats, scarves, bandanas, and headbands must be kept in your locker. Any of the above equipment may be confiscated if displayed during the school day. All items will be returned only as outlined in the Code of Conduct.*
- **Cellular Telephones:** *Pages 26-27- All cellular telephones must be turned off upon entering the building.*
 - **Disciplinary Procedures for Unauthorized Use of Cellular Telephones/Wireless Communication Devices**
 - *Unauthorized use of cellular telephones/wireless communication devices including but not limited to: having the phone/device on, making and/or receiving calls and sending and/or receiving text messages during the school day, during examinations or at school time events, field trips, or functions will result in the following penalties:*
 - **First Infraction** – *Immediate confiscation of the cellular telephone/wireless communication device from the student. Returned to identified owner by the main office and/or dean's office at the conclusion of the school day. Parent/guardian to be notified and informed regarding penalties for repeat offenses.*
 - **Second Infraction** – *Immediate confiscation of the cellular telephone/wireless communication device. At the discretion of the administrator, student is subject to a short-term suspension not to exceed five days. Cellular telephone/wireless communication device returned to the parent/guardian of the student upon their request and retrieval. Parent/guardian to again be notified and informed regarding penalty for repeat offense.*
 - **Third Infraction** – *Immediate confiscation of the cellular telephone/wireless communication device. At the discretion of the administrator, student is subject to a short-term or long-term suspension. Cellular telephone/wireless communication device returned to the parent/guardian of the student upon their request and retrieval at the conclusion of the school year.*

**If the student is not capable of the recommendations of NFHS Code of Conduct, the following is my classroom policy regarding electronic and cellular devices.

- When the student enters the classroom, he/she is to have their device OFF.
- The student is required to not have their phone in their immediate possession. They are asked to place their phone in the bin on the storage rack or pocket that has a number assigned to it. This will correspond to the number that is associated with the student for the year. This is the same as their book number for the year.
- If the student is caught with their phone out and/or using it, he or she will be asked only once to place their device(s) in the assigned bin on the storage rack or pocket designed specifically for containing the devices for the remainder of the class.
- At the end of class, the students will collect their device from the storage bin/pocket. Doing this will guarantee that the student is not using their device(s) in class instead of concentrating on the lesson or completing their assignments.
- If the student refuses to comply with this procedure, he or she will be asked to go to their dean and will have a referral on file with their dean outlining each incident of electronics violation.
- On the third offense of this, the dean will be asked to confiscate the device(s) and the student will not receive it back until there is a meeting between me, the student, the parent(s)/guardian(s), and a member of the NFHS Administrative Team.

I have read and agree to the Electronics and Cellular Device Policy of Mr. Vitello.

Teacher's Signature: _____ Period: _____

Student Name: _____ Student ID: _____

Student Signature: _____ Roll Call: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Please return this signed to Mr. Vitello by Friday, September 13, 2019 as it will count as a grade.