

Woodside High School Cell Phone Use Policy Implemented 2024-25

School Wide Messaging/Rationale - School-wide cell phone policy for academic engagement and student mental health.

Procedures and Policy

- The school-wide expectation is that all teachers use a cell phone pocket system, including during tutorial period. Students will utilize the pocket system without prompting or reminders from staff members.
- Students will leave their cell phones in the pockets when using the bathroom.
- Students will have access to phones during brunch & lunch.
- Exceptions to use of the pocket system must go through the AVP Office or an accommodation through an IEP or '504'.
- Teachers have discretion when to use cell phones for an academic activity.
- Progressive discipline policy* if a student refuses to use the cell phone pocket upon request
 - 1st infraction - verbal warning and student/teacher discussion
 - 2nd infraction - teacher will contact the parent via phone call or email
 - 3rd infraction - detention

****Any defiance or dishonesty in using the pocket system will result in a referral to AVP***

In the Student Handbook (the highlighted portion has been revised):

Woodside High School expects students to be engaged and focused during class time and tutorial. To maximize academic engagement all classrooms utilize the cellphone pocket system. Students are expected to place their cell phones in their assigned pocket prior to instructional time and without prompting or reminders from their instructor. Cellphones are not permitted when students use the bathroom during class time. Unless specifically directed by a teacher during instructional time, electronic devices are only permitted during non-instructional times such as before school, brunch, lunch, passing periods and after school.

If a student misuses their cell phone during permitted times or practices any dishonesty regarding their cell phone or electronic device (including airpods, etc), progressive disciplinary action will be initiated with a referral to the AVP Office. Repeated infractions may result in the revocation of a student having a cell phone on campus.

The following student actions are strictly prohibited and may result in additional consequences, including suspension, notification of law enforcement, or recommendation for expulsion from Woodside High School.

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- Refusal to surrender an electronic device to a staff member
- Photographing/filming a physical or verbal altercation
- Photographing/filming within a classroom, changing room, locker room, or restroom
- Photographing/filming anyone without that person's prior permission
- Use of cell phone or electronic device for the purpose of cheating will be subject to the Academic Integrity Policy.

***Disclaimer:** Woodside High School advises all students not to have cell phones and electronic devices on campus. Woodside High School will not assume responsibility/ liability for the security of these expensive items. **Students bring these devices on campus at their own risk.** Parent and student requests to investigate the theft of cell phones or personal electronic devices will be directed to the San Mateo County Sheriff's Office; **such thefts will not be independently investigated by Woodside High School.**