



Cell phone, Tardy, and ID Updates

Cell phones:

- Teachers assign each student a number for phone storage in the cell phone cabinet.
- During the **first 5 minutes of class**, students place phones in the phone cabinet and the teacher locks the cabinet.
- Place the box in a secure location (closet, cabinet, etc.).
- No sooner than the **last 10 minutes of class**, teachers call up students one-by-one to collect cell phones.

Consequence for student who will not comply with cell phone policy:

1. Teacher calls monitor / admin to take the phone. Parent must pick up the phone from AC Flora.
2. If the student refuses to turn over the phone to monitor / admin, the student will receive a discipline referral and 2 days of ISS for refusing to obey the teacher and administration.

Tardies:

- Each student will have a Tardy Pass sticker on the back on the school ID. Each Tardy Pass has four boxes for each semester.
- When a student comes to class tardy (at any block), the teacher will initial one of the four tardy spots.
- If all tardy spots are initialed for the semester, the teacher will write a detention slip, give the student the yellow copy, and turn in the white copy to the box in the teacher workroom. Students will receive 1 hour of after school detention for each detention slip.
- If a student loses their ID/tardy pass, the student will not receive another and will receive 1 hour of after school detention per tardy.

IDs:

- IDs will be worn at all times beginning day one of school.
- If there is NOT an ID for the student on Day One, the student will wear the temporary ID provided by the teacher.
- As a student enters school, any student who does not have their ID will be given a detention slip. The student will use that detention slip in place of the ID for the remainder of that day.
- Any student who is not wearing an ID in class should be asked to put on their ID. The ID check should be done during the cell phone procedure time of each class.
- If the student cannot produce an ID to put on, the student should show a detention slip.
- If the student does not have a detention slip (lost their ID during the day) the student should be issued a detention slip by the teacher, regardless of the block of the day.