

OCSD Student Cell Phones/Ear Buds/Personal Electronics Policy

Student personal electronic device expectations are as follows:

- Student cell phones, wireless earbuds, and personal electronic devices must be kept in lockers during the school day, which begins with the first class period bell.
- Students are not permitted to use cell phones, wireless earbuds, and personal electronic devices during class time.
- Students are not allowed to use cell phones, wireless earbuds, and personal electronic devices in restrooms or locker rooms.
- Students are not allowed to use cell phones, wireless earbuds, and personal electronic devices during passing time.
- Students are not allowed to use cell phones, wireless earbuds, and personal electronic devices during lunch.

Staff members will refer students to the office for the consequences listed below:

- **1st Offense:** The items will be held by the office and returned at the end of the school day.
- **2nd and Subsequent Offenses:** The items will be held by the administration and released to the parent or guardian; additional consequences may be assigned.

**Medical exemptions and special education program exemptions will be reviewed and approved by the building principal.

**Ottumwa Community Schools reserves the right to skip 1st Offense consequences and proceed directly to 2nd Offense consequences depending on the circumstances of the violation.

**It is not the responsibility of the school or staff to charge any student device during the school day.

**The district is not responsible for any lost, stolen, or damage to confiscated devices.

**Wired earbuds are only allowed in class on school issued devices with teacher approval for academic purposes.

**Students are encouraged not to bring their electronic devices to school. Any disruptive items may be confiscated and returned to parents or guardians later.