

Cell Phone & Personal Device Policy

This school policy is based on the Twin Rivers Unified School District Board Policy and Administrative Regulation regarding student use of personal electronic devices. The complete Board Policy for Student Use of Technology is available on the Twin Rivers Unified School District website. Families are encouraged to review the district policy for additional information.

Ridgepoint School Cell Phone & Personal Device Policy (TK-8)

Our Goal

At Ridgepoint, we want every student to be fully engaged in learning, building friendships, and participating in school without the distractions of personal electronic devices. Research shows that limiting cell phone use during the school day helps students stay focused, strengthens social connections, and supports a positive learning environment.

We understand that many families want their children to have a phone for safety before and after school. Students may bring personal devices to school, but they must follow the expectations below.

Devices Covered by This Policy

This policy applies to all personal electronic devices, including:

- Cell phones and smartphones
- Smartwatches with calling, texting, or internet capability
- Earbuds and headphones
- Tablets and similar personal devices
- Recording devices, including smart glasses

"Off and Away" Means...

During the school day, all personal electronic devices must remain **off and away**.

Off and Away means:

- Powered off, on silent, or in "Do Not Disturb" mode
- Not visible or in a student's pocket or hand
- Stored securely in a backpack or another location designated by school staff

TK-8 Cell Phone Expectations

TK–6 Students

Students may bring a phone or personal electronic device to school for safety before and after school; however, we strongly encourage families to leave these devices at home whenever possible.

Devices must remain **off and away for the entire school day**, including:

- Before school
- During class
- Recess
- Lunch
- Until dismissal

Grades 7–8

Students in grades 7–8 must also keep all personal electronic devices **off and away for the entire school day**, including:

- Passing periods
- Lunch
- All instructional time
- Until dismissal

When Can a Device Be Used?

Students may only use a personal electronic device during the school day when:

- A teacher authorizes its use for a classroom lesson or instructional activity.
- A school administrator gives permission.
- The student has an Individualized Education Program (IEP), Section 504 Plan, or documented medical need that requires the device.
- The device is needed during an emergency or in response to a perceived threat of danger.

Earbuds, headphones, and smartwatches must also remain off and stored unless staff has given permission for their use.

Privacy Matters

Students may not use personal devices to photograph, record, or share images, video, or audio of others without permission. Using a device in a way that violates another person's privacy or disrupts the school environment may result in disciplinary action.

If a Student Uses a Device Inappropriately

If a student does not follow the school's cell phone expectations:

- A staff member may ask the student to put the device away immediately.
- The device may be temporarily confiscated and returned at the end of the day or according to school procedures.
- Repeated violations may result in additional school consequences and parent communication.

Progressive Consequences

To help students develop responsible technology habits, the following progressive consequences will be used for repeated violations of the cell phone and personal electronic device policy:

First Infraction

- The student receives a verbal warning and is reminded of the school expectations.
- The student is directed to put the device away immediately.

Second Infraction

- The teacher will contact the student's family.
- Students will receive detention. **(Middle School)**
- For one week, the student must turn their cell phone into the school office each morning and may pick it up at the end of the school day.

Third Infraction

- The teacher will contact the student's family.
- Students will receive detention. **(Middle School)**
- For two weeks, the student must turn their cell phone into the school office each morning and may pick it up at the end of the school day.

Fourth Infraction

- The teacher will contact the student's family.
- Students will receive detention. **(Middle School)**

- The student's cell phone will be placed in a secure location, and arrangements will need to be made with the classroom teacher to retrieve the device.
- A conference will be held with the student, family, and school staff to develop a plan for future success.

Our goal is to work together with families to help students build responsible technology habits while maintaining a focused, respectful learning environment.

Lost, Stolen, or Damaged Devices

Students bring personal electronic devices to school at their own risk. Ridgepoint School and Twin Rivers Unified School District are not responsible for devices that are lost, stolen, or damaged.

Communicating During the School Day

If you need to reach your child during school hours, please contact the school office. Likewise, if your child needs to contact you, office staff are always available to assist.

By limiting personal device use during the school day, we can help ensure that every student is engaged, connected, and ready to learn. Thank you for partnering with us to create a positive learning environment for all students.