



Principal  
Lindy Pruitt

# SPALDING HIGH SCHOOL

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The vision of Spalding High School is to ensure that all students are prepared to be contributors in a global society. In support of that, we believe that students learn when student learning is the priority for the school, when students are actively engaged in the learning process, and when they are provided a safe and positive learning environment.

In support of our school's vision and in keeping in line with our beliefs, Spalding High School will have a new cell phone and electronic device policy for the 2018-2019 School Year to help students minimize distractions and focus on learning. The new policy is to be followed by students at all times and is highlighted below:

- Cell phones and electronic devices may only be used in commons area before or after school, in the hallways during class changes, or during the student's lunch period. Use during these times is acceptable as long as it is not a distraction to other students, disruption of the school environment, or violation of the terms of the system's Acceptable Use Policy (AUP) that is provided in the Student Handbook.
- During classroom instruction, cell phones should be turned off and stored in a bookbag/purse or in storage provided by the teacher unless the device is being used as part of a teacher-directed class activity. The teacher determines this not the student.
- During tests, all phones should be placed in storage provided by the teacher.
- \*\*\*The use of Cell Phones during Instructional Focus segments will only be allowed from 11:30 am - 11:45 am.

If a student does not follow the policy and a cell phone/electronic device is confiscated by a teacher or administrator, **it will be taken to the office and may be picked up after 3:30**. Beginning with the third offense, only parents/guardians may pick up confiscated cell phone(s) from the front office. Any student who refuses to give their phone to a school staff member upon request will also receive disciplinary consequences for Disregard of Directions or Commands (Rule 8 in the Student Handbook).

If parents need to contact their student regarding an emergency or an urgent situation, they may contact us at (770) 229-3775, and our main office staff will give the student a message.

Thank you for working with us to provide Spalding High School students with the best possible learning environment to ensure their success.

Sincerely,

Lindy Pruitt  
Principal

### Expectations for the use of cell phones in SHS campus locations

1. In **hallways**: cell phones and electronic devices may be used during class changes.
2. In the **commons**: cell phones and electronic devices may be used before school, during a student's lunch period, and after school.
3. During **classroom instruction**: cell phones should be turned off and stored in a bookbag/purse or in storage provided by the teacher unless the device is being used as part of a teacher-directed class activity. teacher determines this not the student
4. Leaving during a **class block**: students leaving the classroom to use the restroom, go to another teacher's classroom, go to the office or the counselors' office should leave their cell phones and electronic devices in storage provided by the teacher before receiving a hall pass, if the phones are out being utilized for instruction. They should not leave the classroom with the phones. Phones not stored in the teacher's provided space will be the responsibility of the student.

If a student does not follow the policy and a cell phone/electronic device is confiscated by a teacher or administrator, **it will be taken to the office and may be picked up after 3:30**. Beginning with the third offense, only parents/guardians will be able to pick confiscated cell phones.

Any student who refuses to give their phone to a school staff member upon request will receive disciplinary consequences for Disregard of Directions or Commands (Rule 8 in the Student Handbook).