

**SOUTH PASADENA HIGH SCHOOL  
PERSONAL MOBILE OR ELECTRONIC DEVICE POLICY**

Personal mobile or electronic devices are defined as cellular phones (including Bluetooth devices), portable music devices (MP3, I-pod and headphones), and hand-held gaming devices (Gameboy, PSP, I-touch), etc. Students may possess cell phones, but they must be turned off between 8:00 a.m. and 3:00 p.m. and put in a pocket, backpack, or purse, providing that they do not disrupt the educational program or school activities.

Personal mobile or electronic device use shall be prohibited during the instructional day, *unless permitted and directly supervised by a teacher in the classroom for instructional purposes only*. The instructional day is defined as the start of first period to the end of the last period of the day, including brunch and lunch periods. Students may use mobile or electronic devices before and after school and at school related events, providing they are not disruptive to the event. If a disruption occurs, an employee may direct the student to turn off the mobile device and/or confiscate the device until the end of the day or activity.

Unauthorized use of a personal mobile or electronic device will result in confiscation of the device, possible parent conference, student detention, and/or suspension. SPHS is not responsible for damaged, lost or stolen items.

***First Offense:*** The personal mobile or electronic device is confiscated and kept in the Student Services Office, the offense is noted in the student's discipline record, and the student may pick up the personal mobile or electronic device at the end of the instructional day.

***Second Offense:*** The personal mobile or electronic device is confiscated and kept in the Student Services Office, the offense is noted in the student's discipline record, and Saturday School is assigned.

***Third and Subsequent Offenses:*** The personal mobile or electronic device is confiscated and kept in the Student Services Office, the offense is noted in the student's discipline record and the student is assigned Saturday School detention. The parent/guardian may pick up the personal mobile or electronic device after the detention has been served.