

East Scholars' Electronics and Cell Phone/Watches Collection Plan 2019-2020



1. Scholars enter doors at Exit 1 assigned by last names or Exit 25 on Ohio Street.
2. Every scholar has an envelope with their name printed on it.
3. Scholars provide electronics, cellphone, watches to administrator/teacher at their door.
4. Envelopes are placed alphabetically in bin.
5. Electronic devices, cell phones, and/or watches are locked up for the remainder of the day unless you have a pass for early dismissal from the office.
6. Electronic devices, cell phones, and/or watches are returned by same alphabet breakdown in the afternoon.
7. Scholar reports to administrator/teacher where their alphabet bin is located.
8. Show ID and pick back up their electronic device.
9. Once you receive your electronic device you must exit the building.
10. Any electronic devices known/seen by a staff member must be reported to administration for confiscation.

Late arrivals, early dismissals and seniors with open campus lunch will have a separate cell phone bin for collection and return that follows the same procedures.

Cell Phone Infractions

- Refusal to give up phone at scanning will require a call to parent/guardian to explain the policy and remind them scholar **may not enter East** with a phone.
- 1st Offense of being caught with an electronic device: Scholar will be escorted to the admin/office, verbal warning will be provided and logged, device will be confiscated and returned at the end of the day to scholar.
- 2nd Offense: Scholar will be escorted to the admin/office, reminder of **both** rule and previous infraction will occur and be logged, electronic device will be confiscated and parent will be contacted and required to pick up device. If child is their own guardian, it will be returned to them at the end of the day.
- 3rd Offense: Scholar will be escorted to the admin/office, reminder of **both rule and previous infractions** will occur and be logged, electronic device will be confiscated and parent will be contacted and required to pick up device. If child is their own guardian, it will be returned to them at the end of the day. Lunch ISS will be assigned.
- 4th Offense: Scholar will be escorted to the admin/office, reminder of **rule and ALL previous infractions** will occur and be logged, electronic device will be confiscated and parent will be contacted and required to pick up device. If child is their own guardian, it will be returned to them at the end of the day. Two blocks of ISS will be assigned.