



Pentecostal Christian Academy
457 Ishman Ballard Rd, Newnan, GA 30263
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Cell Phone Policy

- I. The use of cellular telephones or other PEDs (personal electronic devices) is forbidden for all students at all times during the instructional day. The instructional day includes, but is not limited to, lunch breaks, class changes, study halls and any other structured or non-structured instructional activity that occurs during the normal school day. Devices must be out of sight and turned off. This prohibition includes *all* emergency situations unless the student is directed to use a cellular telephone or PED by a PCA employee or other official.

Specifically:

- This policy is in effect from the time a student arrives at school until the completion of the instructional day. Upper level school students with permission to possess PEDs may use them during after-school activities as allowed by the school principal or designee.
 - Students are **never** permitted to use cell phones in the restrooms or at their locker rooms.
 - Students are not allowed to use cell phones in the common areas, lunchrooms or hallways during the regular instructional day.
 - **All cell phones must be turned off during the instructional day. Students are not allowed to have cell phone ringers on silent alert or send text messages during the instructional day.**
- II. Photographing, audio recording or videotaping on the Pentecostal Christian Academy property is not allowed at any time without the expressed, written consent of the students, staff members or other persons being photographed or recorded.

Disciplinary Consequences and Actions

1. All staff members have the right to confiscate cell phones when used in violation of the policy and its implementing regulation. If a student refuses to relinquish a phone or other device to a school staff member, the staff member may refer the student with the device to the principal or designee. If a student refuses to comply, the student will be suspended for a minimum of three (3) days and will not be allowed to return until a conference with the parents has taken place.

2. The Pentecostal Christian Academy assumes no liability for the theft, loss or damage of cellular telephones and other PEDs possessed by students on school property or held by school officials during the confiscation period.

Disciplinary actions are as follows

1. **First violation:** The device will be confiscated and the telephone or device will be returned only to the parent/legal guardian who must schedule a conference at the school to retrieve the item.
2. **Second violation:** The device will be confiscated, the student will receive a two (2) day suspension, and the telephone or device will be returned only to the parent/legal guardian who must schedule a conference at the school to retrieve the item.
3. **Third violation:** The phone will be confiscated, the student will lose the privilege of possessing a cellular telephone or PED on school property for one (1) calendar year, and the student will receive a one (1) week suspension.
4. **Fourth (or more) violation:** The device will be confiscated, the student will lose the privilege of possessing a cellular telephone or PED on school property for one (1) calendar year, and the student will receive a two (2) week suspension.