

CHRISTINE DUNCAN'S HERITAGE ACADEMY

816 Broadway Blvd. SE
Albuquerque, NM 87102
(505) 839-4971
Fax (505) 831-9027

Cellular Phone Policy

Personal cellular phones for family contact may be at school only if the student:

- **Turns Off and Delivers Cell Phone to the Main Office in the morning;**
Receptionist will place it in a plastic bag with student's name on it and students may pick it up after school.

Failure to follow this new policy will result in the following consequences:

- **First time** a student is caught texting or calling during school hours, the cell phone will be confiscated by School Staff and parents will be asked to pick it up from school and the student will be disciplined. (One Day In-School Suspension)
- **Second time** a student is caught texting or calling during school hours, the cell phone will be confiscated by School Staff and parents will be asked to pick it up from school and all cell phone privileges will be removed.
- **Third time** a student is caught texting or calling during school hours, the cell phone will become the property of the school.

Cellular phone's memory cards will be confiscated and kept in school, if students are caught recording school daily events without permission from the Principal. Students wishing to publish any school event on internet sites, such as YouTube, will need permission from school Principal prior to publishing in full or partial school related event. **Students who fail to respect this policy will be subject to school suspension for a maximum of 10 days or expulsion from the school.**

Christine Duncan's Heritage Academy will not be responsible for loss or damage to personal property brought on school premises, and reserves the right to confiscate any personal property arriving at school that is disruptive to the learning environment.

Student Name: _____

Parent Signature: _____

Date: _____

Amended and Approved November 04, 2010