



September 4, 2024

Dear Parent/Guardian,

If a parent finds it a necessity for their child to bring a cell phone to school, the parent/guardian will need to sign a permission form before the phone is brought to school. As per the Student/Parent Handbook, **“cell phones and all other electronic devices are to be turned into the homeroom teacher every morning; teachers will lock the phones in a lock box and return them to students at the end of the day.”** The phone will remain turned off in the lock box for the duration of the school day, and it will be returned when school is dismissed.

**Cell Phone Permission:**

Student Name \_\_\_\_\_ **carries** a cell phone to and from school. Should the cell phone not be turned in, I can be contacted at the following number to confirm that cell phone has been left at home:  
( ) \_\_\_\_\_

Student Name \_\_\_\_\_ **does not carry** a cell phone to and from school.  
**(If this should change, the parent will notify the school. Student is responsible to follow the policy as soon as a phone is brought into the school building)**

I understand that the cell phone will remain in the lock box throughout the day and **will not be turned back on until the student has exited the building**. Should the student be in possession of the cell phone prior to exiting the building, cell phone will be confiscated and parent will be contacted. Please refer to the Parent-Student Handbook for complete policy information.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

Sincerely,

Mrs. Winters

Cc: Teachers Grades 5-8