



## HOT WELLS MIDDLE SCHOOL

400 Hot Wells Blvd San Antonio Tx. 78233

San Antonio Independent School District

Phone: 210-438-6585

Principal Dr. Rose Engelbrecht

Assistant Principal Jaime Rangel

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**CELL PHONES AND OTHER ELECTRONIC DEVICES** The use of cell phones and other electronic devices on school property is prohibited. For safety purposes, the District permits students to possess cell phones while on campus; however, all cell phones must remain turned off during school hours, including during all testing. With prior approval from the principal and teacher, a student may use personal electronic devices for on-campus educational purposes only.

Any unauthorized use of cell phones or other electronic devices will result in the consequences described in the Student Code of Conduct, as well as the assessing of fines and/or confiscation as described below:

- 1st Offense – Documented verbal warning and reminder given to student that electronic devices may be confiscated, and fines assessed for the return of the device in accordance with the Telecommunications/Electronic Devices Procedures.
- 2nd Offense – Electronic device confiscated and returned to parent/legal guardian at end of the school day. Parent/ guardian signature and date required for receipt of device and parents will receive an additional copy of the Telecommunications/Electronic Devices Procedures. 47
- 3rd Offense – Device confiscated and \$10 fine assessed for return of the item. Parents/legal guardians may pick up the device at the end of the day after the fine has been collected.
- 4th and Subsequent Offenses – Device confiscated and \$15 fine assessed for return of the item. Parents/legal guardians may pick up the device at the end of the day after the fine has been collected. Additional Considerations

### Additional Considerations

- Adult students over the age of 18 years may retrieve personal electronic devices in lieu of parent/guardian after paying the required fee at the end of the school day as appropriate.
- Administrators/campus staff are not responsible for lost or stolen items.
- When paying fine, exact cash is required.
- Hours to pick-up phones/electronic devices are 7:30 a.m. to 4:15 p.m. Monday through Friday.
- Fees collected will be deposited in campus student activity funds.



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- On receipt of reliable proof that a student and his or her parent or guardian are unable to pay the required fee, the fee shall be waived. Principals shall determine eligibility for a fee waiver.

Disposal of Electronic Devices Parents/legal guardians will be given notice and will be allowed to retrieve devices collected throughout the school year prior to disposal of the device. If a telecommunication device is not retrieved, the District shall dispose of the device after providing the student's parent and the company whose name and address appear on the device at least 30 days' notice of the intent to dispose of the device. Such notice may be made by telephone or in writing and must include the serial number of the device.

***Please refer to page 46-47 of SAISD student code of conduct.***

**I have read the SAISD cellphone and other electronic devices policy**

Student's name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_