Cambridge City School District

2025-2026 Student Handbook addendum

Technology Section page 30: Specific to CMS and CHS

To support school environments in which students can fully engage with their classmates, their teachers, and instruction, the Board of Education of Cambridge City Schools has determined the use of cell phones by students during school hours should be limited. The objective of this policy is to strengthen Cambridge's focus on learning, in alignment with our mission to ignite students' passion for learning, cultivate a strong foundation of knowledge, and foster a sense of community within our schools.

I. Research shows that student use of cell phones in schools has negative effects on student performance and mental health. Cell phones distract students from classroom instruction, resulting in smaller learning gains and lower test scores. Increased cell phone use has led to higher levels of depression, anxiety, and other mental health disorders in children.

II. Applicability: This policy applies to the use of cell phones by students while on school property during school hours.

III. Use of cell phones: Students are permitted to use their cell phones before school (until tardy bell) and after school (after dismissal bell). To limit the amount of distractions the students may have, the district is prohibiting students from using cell phones in the classrooms, during lunch time, in the hallways, and in the restrooms (At any time during the instructional part of the day). Students are not permitted to check their cell phones in between their classes. **Revised effective: January 1, 2026**

IV. Exception: Nothing in this policy prohibits a student from using a cell phone for a purpose documented in the student's individualized education program (IEP) developed under Chapter 3323 of the Ohio Revised Code or a plan developed under section 504 of the "Rehabilitation Act of 1973," 29 U.S.C. 794. A student may use a cell phone to monitor or address a health concern (With medical documentation).

V. Cell phone storage: Students shall keep their cell phones in a secure place, such as the student's locker or a safe place at all times when cell phone use is prohibited. Cell phones should be turned off, not put on silence or vibrate.

VI. Parent/Student Contact: Because every student is provided with a district purchased chrome book, if there is an emergency and they need to contact their parent(s)/guardian(s) they may send an email. Likewise, if there is an emergency and parent(s)/guardian(s) need to contact their student they may send them an email. If needed parents may contact their student(s) by calling the main office and a message will be delivered to the student. If needed students may contact their parent/guardian by coming to the main office and requesting to use the phone.

VII. Discipline:

1st Offense – Administrator Contacted and Phone placed in an Administrator's Office

2nd Offense – Administrator Contacted – No cell phone in the building for **5 Days**

3rd Offense – Administrator Contacted – No cell phone in the building for **10 Days**

*****Parent/guardian must pick up cell phone from the school**

An administrator will contact the parent/guardian about a cell phone violation.

4th Offense – Administrator Contacted – No cell phone in the building for **30 days**

*****Parent/guardian must pick up cell phone from the school**

An administrator will contact the parent/guardian about a cell phone violation.

5th Offense – Administrator Contacted – No cell phone for the remainder of the **semester**

*****Parent/guardian must pick up cell phone from the school**

An administrator will contact the parent/guardian about a cell phone violation.

6th Offense & Beyond – No cell phone in the building for the remainder of the **school year**

*****Parent/guardian must pick up cell phone from the school**

An administrator will contact the parent/guardian about a cell phone violation.

IX. ALL in class **usage of cell phones MUST be approved by a building administrator.**
Guidelines: The students will be required to report to their assigned classroom. Once class starts, the teacher(s) will release students to go to their lockers to get their cell phones. Once the student returns to class they may turn the power on their cell phone and use it for the classroom activity only. Before the end of class, students will turn their cell phones off and return them to their lockers. Students must report back to class for dismissal for their next class (teachers must give them enough time to get to their lockers and back).

X. Building Administration: At the discretion of the building administration adjustments may be made to this policy to meet the needs of their individual building.