



CHICAGO PUBLIC SCHOOLS

Andrew Carnegie Elementary School • 1414 East 61<sup>st</sup> Place • Chicago, IL 60637  
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Marlene P. Heath  
Principal

Jean Pate  
Assistant Principal

## **CELL PHONE POLICY AND PROCEDURES**

Dear Parents/Guardians,

At Carnegie School we strive to create a rich learning environment free from unnecessary distractions. We have found in the past that electronic devices such as cell phones, MP3 players, i-Pods, or other electronic devices can be very disruptive to the school environment. Since we want to minimize disruptions, all cell phones, MP3 players, i-Pods, and other electronic devices must be turned off during school hours and put away.

If a student uses an electronic device on school grounds or the device is turned on and disrupts the class, the device will be confiscated and kept in the office until the end of the day at which time the student may pick it up. If this infraction occurs again, the device must be picked up by a parent. If there is a third infraction, the device must be picked up by a parent, and the student will receive a detention, in-school suspension and/or out of school suspension.

Again, Carnegie School strives to create a rich learning environment free from unnecessary distractions. Please review this policy with your child.

Sincerely,

*Marlene P. Heath*

Marlene P. Heath, Principal