



PROVIDENT CHARTER SCHOOL

August 2025

Provident Charter School Personal Device Policy

At Provident Charter School, we recognize that personal devices, such as **cell phones, earbuds, smartwatches, tablets, and laptops**, can be valuable tools for learning and instruction when used appropriately. However, we've observed that when students use these devices outside of instructional activities, it can significantly impact their engagement and focus in the classroom. To maintain an optimal teaching and learning environment for all students, we are clarifying our policy regarding personal device use.

This policy will be effective starting **August 21, 2025**.

Student Use of Personal Devices During the School Day

To ensure a focused learning environment, **student use of personal devices is generally prohibited during the school day**. This includes, but is not limited to, the use of devices in:

- Classrooms
- Science Labs
- Restrooms
- All Physical Education Areas
- School Office Areas
- School Grounds during school hours

Your adherence to these guidelines is essential for maintaining an appropriate academic environment and the integrity of our classrooms.

Device Storage Procedures

To help manage personal devices and minimize distractions:

- For students in **Grades 2-3**, silenced personal devices must be placed in a **secured lockbox** in their homerooms upon arrival.

- For students in **Grades 4-8**, silenced personal devices must be placed in a **school-provided Yondr pouch** immediately upon entering the building.
- If a student in Grades 4-8 arrives at school with a personal device but without their assigned Yondr pouch, the student will be provided a loaner pouch to secure their device until the end of the day. Students must return the loaner pouch to the front office at the end of the day.

Prohibited Device Use and Emergency Contact

Personal devices must remain on **silent mode** throughout the entire school day, ensuring no audible rings or vibrations.

Under no circumstances are phone calls, texting, photographing, and/or video recording allowed anywhere on school premises during school hours.

If a personal device rings, vibrates, is used without explicit teacher permission, or is visible at any time during class, a staff member may escort the student to the main office or call for an administrator to come to the location. The device will then be secured by campus administration until the end of the school day.

We understand the need for communication in emergencies. Parents/Guardians, please note that in the event of an immediate emergency, you can **contact your child by calling the school's main office directly at (412)-709-5160.**

Important Considerations and Responsibilities

The administration and staff of Provident Charter School sincerely appreciate your full cooperation with this policy.

Please be aware that **the school and its staff are not responsible for the loss or damage to any student's personal device and/or pouch**, whether the device is in the student's possession or being taken to campus administration by staff. It is the student's responsibility to adhere to this policy and to secure their belongings at all times. Please understand that classes and/or instruction will not be interrupted to search for lost devices.

Should a school-provided personal device pouch be damaged, a fee of **\$25.00** may be issued to the student's family to cover replacement costs.

Refusal to surrender a personal device when directed to do so by a school staff member, teacher, or administrator is considered a violation of this policy.

Violations of this policy will result in consequences as outlined in our Code of Conduct. Repeated violations may result in the loss of the privilege to bring any personal device to school.

We believe this policy will help foster an optimal learning environment for all our students. If you have any questions, please do not hesitate to contact us.

PROVIDENT CHARTER SCHOOL PERSONAL DEVICE POLICY

STUDENT CONTRACT

I, _____, have read and understand this personal device policy and contract. I understand that possession of a personal device on the school campus is a privilege and that it may be revoked at any time by the administration for violating the school policy as outlined above. I understand that if I choose to bring a personal device onto school grounds that it must be placed in a pouch or lockbox, and I understand that the school and its employees are in no way responsible for any damage that may occur to the cell phone pouch/lockbox. Furthermore, I understand that the school and its employees are in no way responsible for any theft or damage to my cell phone while on school grounds.

Student Name (Please print) _____

Student Signature: _____ Date: _____

PARENT CONTRACT

I, _____, have read and understand this personal device policy and contract. I understand that my child's possession of a personal device on the school campus is a privilege and that it may be revoked at any time by the administration for violating the school policy as outlined above. I understand that if my child brings a cell phone onto school grounds, it must be placed in a pouch or lockbox, and I understand that the school and its employees are in no way responsible for any damage that may occur to the cell phone pouch/lockbox. Furthermore, I understand that the school and its employees are in no way responsible for any theft or damage of my child's cell phone while on school grounds.

Parent/Guardian Name: (Please print) _____

Parent/Guardian Signature: _____ Date: _____