



September 2, 2025

Dear Parents/Guardians

RE: Griffiths-Scott School Cell Phone/Personal Electronic Device (PED) Policy

At Griffiths-Scott School we have an "Away for the Day" cell phone policy. We recognize that many students have cell phones (particularly in junior high) and that they often bring them to school. The rules and regulations will be clear and consistent starting on the first day of school. When students arrive at school the phones/PED's are "Away for the Day". The policy is in place to support student learning and promote a safe and caring environment. We encourage students to be active and socialize with their friends during recess and lunch breaks. Students are not allowed to use their phones and devices during breaks. Our classrooms are equipped with telephones if students need to contact home. If you need to communicate with your child during the school day please contact our office.

WRPS has developed a clear and structured approach to be followed this year for students who do not adhere to this policy.

Five-Steps:

1. Verbal Conversation- Reminder: The first step is a gentle reminder to the student about the policy. This is an opportunity for a positive and constructive conversation.
2. Office: If the student continues to use their device, it should be placed in the school office for safekeeping.
3. Office- Parent to Pick Up: Should the issue persist, the device will remain in the office, and a parent or guardian must pick it up.
4. In-School Suspension: Continued non-compliance will result in an in-school suspension, reinforcing the importance of following the policy.
5. Out-of-School Suspension and Parent Meeting: As a final measure, the student will face an out-of-school suspension, and a meeting with their parent or guardian will be required to discuss the situation and find a way forward.

Thank you for your cooperation, support and working with your child to ensure that we are protecting the learning environment for all students.

Tanya McFarland
Principal

Note: Cell Phone/PED includes, but is not limited to any electronic device that emits an audible signal, displays a message, records audio, video, and photographs. This includes, but is not limited to cell phones, smart watches, video cameras, iPods or other MP3 players, laser pointers, portable video game players, laptop computers... and any device that provides a connection to the internet.

