

Arcadia High School

967 Daniel St

Arcadia, LA 71001

Phone (318) 263 – 2264

Fax (318) 263 – 9703

Leroy Hamilton, Jr., Principal

Dear Arcadia High School Students, Parents, and Guardians,

Arcadia High School is an institution of learning, and we are continually implementing practices to provide our students with a safe and positive learning environment. To help maintain a safe learning environment, the administration has identified three concerns (Cell Phones, Vaping/e-cigarettes, and Fighting) that need to be addressed.

During the instructional day, students **WILL NOT** be allowed to use or operate any personal electronic devices (cell phones, earbuds, air pods, Bluetooth headphones, smartwatches, iPads, iPods, tablet devices, e-readers, or similar devices). Violation of this policy shall be grounds for disciplinary action by the school, including but not limited to suspension and/or expulsion from school.

If a student's electronic device(s) is seen or heard during the instructional day, the device(s) will be confiscated and turned in to the appropriate administrator. It is strongly recommended that electronic devices are left at home. **Electronic Device (s) at school must be turned off and stored in backpacks, purses, or pockets at all times (not in hand)**. Students WILL NOT be allowed to use devices in hallways or restrooms.

1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Parents will be contacted and required to come to school to retrieve the device and sign a contract to note the return of the phone.	Device will be confiscated for 3 days. A parent must retrieve and sign for it.	Device will be confiscated for 5 days. A parent must retrieve and sign for it.	Device will be confiscated for 10 days. A parent must retrieve and sign for it.

*Refusal to relinquish a device shall constitute willful disobedience and shall be handled accordingly.

Changes will be made to our Student Code of Conduct in regards to Vaping/Tobacco and Fighting.

Thank you in advance for supporting us as we strive to educate your child in a safe environment that is conducive to learning and free from distractions.

Sincerely,
Arcadia High School Administration