



**Orange Township
Public Schools**
Orange High School
Mr. Jason Belton, Principal



Gerald Fitzhugh, II, Ed.D.
Superintendent of Schools

Mr. Mohammed Abdelaziz, Assistant Principal
Ms. Carrie Halstead, Assistant Principal
Mrs. Deyka Torres, Assistant Principal
Mr. Lyle Wallace, Assistant Principal

Dear Parents, Guardians, and Students,

This letter is to inform you that we are continuing to enforce our procedure on cell phones and earphones/earbuds. Since implementing these procedures well over a year ago, we have seen a successful growth in maintaining a focused learning environment and fewer instances of distractions, both in and out of the classroom. These procedures align to our board policy and have been crucial to our evolving positive culture and climate at Orange High School.

As we continue to enforce this policy, we will expect students to have phones and headphones off and out of sight, preferably in a locked locker. If students wish to keep their phones/headphones on their person then these items should be off and not seen. This will be in effect from the moment students enter the building.

We continue to announce this to students and inform them of this continued policy. There will be gentle reminders from staff to students as they enter the building in the morning. All students have also been informed that the procedure, with consequences enforced, will continue to be in full effect.

Violations to this rule will result in:

1. An administrator asking the student (s) to relinquish the cell phones, earbuds/earphones when asked. Students will be permitted to recover the item from an administrator at the end of the school day.
2. More than one request for the phone or other items will result in the cell phone or item to be confiscated by an administrator. These items will only be returned to a parent or guardian.
3. Students who refuse to relinquish their cell phone or other items when asked will face disciplinary actions which may include suspension.

Please be aware that in cases where suspensions are issued for violations of this procedure, these suspensions can affect students' athletic competitions and events, extra-curricular activities, prom attendance, and marching at graduation.

We are aware of the positive aspects of cell phone usage and at times teachers may ask students to bring and use their phones (or headphones) to class for educational purposes. This will no longer be the practice, but please be assured that teachers will provide the necessary equipment when utilizing technology. We are also aware that much of the communication that takes place over cell phones is with parents. In the event that there is a **justifiable family situation** that requires a student to be in contact with you immediately, we will deal with this on a case by case basis.

At Orange High School, the education of our students is our highest priority. In order to achieve success, students must be fully engaged and focused on their learning at all times, without distraction. We thank you in advance for your cooperation and support in reinforcing this procedure referencing the use of cell phones, electronic devices and earbuds/head phones.

Professionally,

Mr. Jason Belton, Principal