



Monroe Preparatory Academy

328 E. Monroe Street

Sandusky, OH 44870

Subject: Cell Phone/Smart Devices Policy

Dear Parents and Guardians,

At Monroe Preparatory Academy, we are committed to creating a focused and respectful learning environment for all students. To support this goal, we would like to remind families of our **Cell Phone Policy**.

Cell Phone Policy Highlights:

- **During school hours (7:15 AM – 3:30 PM), cell phones must be turned off and turned into the homeroom teacher where they will stay secured until the phone is returned to the student at the end of the school day.**
- Cell phone use is **not permitted during school hours**, including for texting, calls, or social media.

Unauthorized Use will Result in the Following:

- **First offense:** Warning/Phone is turned into the homeroom teacher.
- **Second offense:** Phone held in the office for student pick up at the end of the day.
- **Third Offense:** Phone held in the office until it is picked up by a parent or guardian.
- **Further offenses:** Disciplinary action that could result in school suspension or expulsion depending on the violation of the policy.

We encourage students to focus on their education and engage fully in classroom activities. If you need to contact your child during school hours, please call the front office at (567) 998-7522.

Thank you for your cooperation and support in helping us maintain a positive and productive learning environment.

Sincerely,

Rachel Blackshire

Principal, Monroe Preparatory Academy