



**Maniscalco K-8**  
**Wireless Communication Device (WCD)**  
**Policy and Procedures**  
**“We See it, We Take it”**

**Florida Statute 1006.07(2)(f) says “a student may not use a wireless communications device during instructional time, except when expressly directed by a teacher solely for educational purposes. A teacher shall designate an area for wireless communications devices during instructional time.”**

**School board policy 5136 - Wireless Communication and Other Electronic Devices**

**At Maniscalco K-8, All Wireless Communication Devices (WCD) to include cell phones, wireless watches, and ALL other wireless communication devices are to be turned off, put away and out of sight at all times, while on school campus. “Out of Sight” at Maniscalco K-8 means the Wireless Communication Device (WCD) is to be placed in a student’s backpack once on school campus. This includes morning arrival, hallways, transitions, bathrooms, cafeteria, and during dismissal. If a student’s Wireless Communication Device (WCD) is seen, it will be collected and held until the end of the day. Continued incidents of school procedure violations may result in the Wireless Communication Device (WCD) being held by school administration.**

Student consequences:

1. First offense: The device will be confiscated by the staff member, labeled, and locked up. The staff member will notify the parent/guardian and return the device to the student at the end of the day.
2. Second offense: The device will be confiscated by the staff member, labeled, and given to the administrator. The administrator will notify the parent/guardian and return the device to the student at the end of the day.
3. Third offense: The device will be confiscated by the staff member, labeled, and given to the administrator. A mandatory conference is scheduled, and the electronic device is returned to the parent/guardian.

4. Fourth offense: The device will be confiscated by the staff member, labeled, and given to the administrator. A mandatory conference will be held with the parent/guardian and disciplinary actions will be imposed by school administration.

**Any future offenses will result in the device being confiscated and a meeting arranged with the parent/guardian to discuss further disciplinary actions for willful disobedience and possible Out-of-School Suspension.**



## Maniscalco K-8 Wireless Communication Device (WCD) Procedures

August 2024

Dear Parents/Guardian:

To fully benefit from the instructional program, students are expected to follow Maniscalco K-8's Wireless Communication Device (WCD) procedures and also follow the schoolboard's mandatory Wireless Communication Device (WCD) policy.

Sincerely,

Maniscalco K-8 Administration

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**Please return this portion to your child's teacher or the school office.**

I have received, read, and understand Maniscalco K-8's Wireless Communication Device Procedures that support HCPS' Wireless Communication Device Policy. I am aware of my role as parent/guardian to ensure my child follows the board policy and school procedures.

Parent signature \_\_\_\_\_ Student's name \_\_\_\_\_

Student's Grade and Homeroom Teacher \_\_\_\_\_