

BFA Phone Procedures and FAQ's

BFA is a phone-free space. If students choose to bring their phones to school instead of leaving them at home or in their car, they are expected to follow the procedures described below.

DAILY PROCEDURE:

As students **Arrive to School**, they will:

1. Turn phone off
2. Place their phone, smartwatch and Bluetooth headphones/AirPods inside their BFA Pouch (this will be provided by the school).
3. Store their Pouch:
 - In their backpack. (If a bag is needed, the school will provide one)
 - OR
 - In their locker. (To request a locker, please email pgoldsbury@maplerun.org)
4. If a student does not have their pouch, the phone is housed in the main office for the day.

It is the student's responsibility to bring their Pouch to school with them each day. Every student is assigned a personal BFA Pouch. It is each student's responsibility to bring their Pouch with them to school every day and keep it in good working condition.

Students not meeting cell phone expectations are subject to disciplinary action, this may include but is not limited to the following responses:

If a student is found to have a cell phone that is not in their BFA pouch,

Levels of Consequence

Level 1	Level 2	Level 3
● Behavioral Referral (major) ● Phone/Device is turned into the office for the remainder of the day. ● Communication home.	● Behavioral Referral (Major) ● Phone/Device is turned into the office for the remainder of the day. ● Parent/Guardian must pick up phone	● Behavioral Referral (Major) ● Phone must be checked in/out at the main office for 2 Weeks ● 1 Day of ISS ● Parent/Guardian communication

Please Note: If a student forgets/fails to turn their phone off and the volume is heard, they will be asked to turn the cell phone off, return the phone to the pouch, and place it in backpack. If there is a refusal to do so, this is a Level 1 infraction.

FREQUENTLY ASKED QUESTIONS (FAQ'S)

Why is the school introducing a Cell Phone free school environment?

BFA is seeking to limit distractions in the classroom and improve overall student engagement, mental health and well-being.

The intention:

- to create classroom environments where teachers can teach and students can learn free from distractions caused by the personal use of devices;
- to reduce the negative impacts for ALL students of inappropriate use of devices at school, such as cyberbullying, exposure to harmful content, and incidents involving mobile phones that detract from a healthy school climate; and
- to increase meaningful face-to-face connections between students.

The following is a resource that explains the impact of cell-phones:

- [“Vermont to ban cell phone use in schools by 2026; Franklin County experts and educators respond”- St. Albans Messenger](#)

Can students leave their phones in the car or at home?

Yes, students can leave their phones outside of school! If they are found to have a phone in the building, the levels of consequences apply.

What if a parent or guardian needs to reach their child during the school day? What if a student needs to reach their parent or guardian during the school day?

If you need to contact your student, please contact the main office, 802-527-6555. Every classroom is equipped with landline phones that can receive messages from our Main Office. If the message is not an emergency, the student will be called down to the main office at the end of class to receive the message.

If a student needs to make a phone call, there is a landline phone available in the main office that is designated for student use.

How will students receive their BFA pouch?

Upon returning to school in August 2025, all students will receive their BFA pouch in Advisory to secure their phone, smartwatch and Bluetooth headphones/AirPods. Students are responsible for their pouch and should bring it to and from school. If a student forgets their pouch, their phone is housed in the main office for the day.

What devices should go in the BFA Pouch?

All phones, as well as other Bluetooth devices, including AirPods, smartwatches and other wireless headphones, must be stored in the BFA pouch.

How is the “end of the day” defined?

The end of the educational day is 2:50pm.

My student attends the Northwest Tech Center where BFA Pouches are not required. What will the process be for these students?

NCTC has their own cell phone procedures that are followed when students are there. Upon arrival at BFA for morning or afternoon classes, students will place their devices in a BFA Pouch when they are attending BFA (this applies to the cafeteria and other shared spaces).

What if a student needs their personal device for a medical reason?

Students who have a documented medical condition and who need a personal device for monitoring their condition will be able to keep their phones powered on which should be reflected in their medical plan. A detailed plan should be addressed through a medical plan, 504, or IEP.

Will my student still be able to listen to music?

Students will be able to use headphones with cords to connect to their Chromebooks. They will be able to use the headphones for classroom work when allowed or for listening to music during non-class time. Spotify and Pandora are available on Chromebooks for students to access.

How will students find out about changes in athletics and other extracurriculars?

BFA will communicate changes in games and practices through BrightChat. This system will send out notifications to parents and students when changes are made. Email will also be used to communicate to students as well as making announcements over the intercom.

How will families be notified if there is a “secure the building” or emergency situation?

Students and staff at all schools practice option-based drills (such as secure the building) throughout the year. Students and staff are instructed to be silent during a drill. The response action guidelines outlined in the high school’s building-level safety plan has a community notification plan for all emergency situations. This notification plan includes first and foremost, parents and guardians of students in the building.

What happens if there is an emergency at school?

Every classroom and office in the school is equipped with a phone that can dial 911. Our staff is trained to execute safety and emergency procedures. Students will follow the school’s emergency procedures in the case of an emergency. Schools will communicate with parents through the district’s mass notification and communication tools.

Can my student use their phone at the Collins Perley Sports Complex and on the gym bus?

If a student is attending Collins Perley Sports Complex, or is riding the gym bus, during school hours (8:10-2:50), the phones remain in the pouches.

Will teachers and staff be using the pouches as well?

The expectation for all staff in the building is that phones are away when students are present. Teachers and staff are expected to model responsible behavior that supports our cell phone procedure.