

MESSAGE POLICY

Like you, we at Plymouth High School are dedicated to student learning and growth; therefore, we value instructional time very highly. Class periods are structured carefully to allow for the maximum contact time between teacher and student. We try diligently to minimize interruptions during these times. However, the number of requests for students to receive and respond to messages during class time can become disruptive to the educational process. Please do not call or text your students since school policy restricts student use of cell phones.

Since students receive the greatest share of messages from employers and parents, we are focusing on these groups with our request to evaluate their communications during the school day. We ask that you restrict your messages to those that are urgent and of an emergency nature. Such messages will be delivered immediately.

Notice of non-essential messages from school personnel will be delivered according to present policy. The names of students who have messages from outside will be announced at the end of the day and they will be given the opportunity to collect messages after the school day ends. Students are responsible for checking messages and responding to office announcements. Please encourage your student to do his/her part in our effective communication procedure. Thank you!

The following are examples of messages that will and will not be accepted by the office:

ACCEPTABLE MESSAGES

- family emergency
- unexpected doctor appointment

UNACCEPTABLE MESSAGES

- scheduled appointment reminders
- gift delivery (flowers/balloons)
- forgotten items that are delivered
- messages from employers regarding work

Office phones will continue to be available to students whose calls are necessary to the educational process or who are acting on the direction of school staff. Personal cell phones should not be used during the school day for routine calls.

Your support in balancing effective communication and focused learning time for all students is greatly appreciated and will continue to make PHS great! Go Panthers!